

**Minutes of the Senate Session no.1 of the Third Faculty of Medicine that took place on 13 December 2016 in conference room No. 223, Ruská 87, Praha 10, at 2:30 p.m.**

Attendee: according to the attendance list

Excused: according to the attendance list

**Session Agenda**

Ad 1) Opening - MUDr. Hubičková

Ad 2) Welcoming of senators of the new Academic Senat – Dean

Ad 3) Introduction of senators

Ad 4) Election of the new chairperson by anonymous ballot

Ad 5) Election of vice-chairmen by anonymous ballot

Ad 6) Appointment of scrutineers

Ad 7) Merit scholarships – Dean

Miscellaneous

**Ad 1) Opening**

MD. Hubičková, chairwoman of the election commission started the meeting, welcomed all the senators, dean, vice-deans and guests. Presented the results of the election. 30 senators were present, the Senate had a quorum.

**Ad 2) Welcome of the senators of the new Academic Senate of the 3rd Faculty of Medicine - Dean**

Dean turned to those present, especially the newly elected senators. He explained that the newly elected Chamber of Education Academic Senate is a great balance in terms of representation of disciplines and job functions (Surgery and Anesthesia - 3 representatives, Department of Internal Medicine - 3 representatives etc.).

Also the representation of the theoretical fields is balanced, there are representatives of all the research focus, plus they are all skilled workers.

For years the Student chamber of the Senate has been based particularly on TRIMED members of which the senators are mostly recruited; representatives from all fields of study are presented.

Dean thanked all the members of the electoral commission and congratulated all elected senators; looking forward to working with them.

Discussion: none

### **Ad 3) Introduction of senators**

All senators will introduced themselves in order of votes received in the election.

**Scrutineers appointed: prof. Gürlich, Fischerová**

### **Ad 4) Anonymous ballot of the Vice-Chairmen of the Academic Senate, 3 FM**

The Election Commission was composed of: prof. Rychlik, doc. Dušek and student Megvinet Chucesov.

#### **Resolution:**

Academic Senate 3 FM chose for chairperson election electoral commission composed of: doc. MD. Dusek - the commission chairman, prof. MD. Rychlik and student Megvinet Chucesov, members.

Vote: 30, 0, 2.

MUDr. Hubičková informed presented about the procedure of electing the Chairperson and senators began debate.

Based on the debate the following candidates were appointed, who confirmed the candidacy: Mgr. Vácha.

Election Commission distributed 30 ballots (before the election of the Chairperson two senators left the meeting due to work reasons), 30 ballots were cast, 28 votes for Mgr. Vácha as Chairman AS 3FM, 2 abstentions.

#### **Resolution:**

**Academic Senate of the 3rd Faculty of Medicine chose as its Chairperson Mgr. Marek Vácha, Ph.D., who gained 28 votes.**

### **Ad 5) Anonymous ballot of Vice AS 3. LF UK**

Academic Senate of the 3rd Faculty of Medicine agreed with the same composition of the election committee for the election of the Vice-Chairmen of the Academic Senate of the 3rd Faculty of Medicine, that is composed of: doc. MD. Dusek - the commission chairman, prof. MD. Rychlik and student Megvinet Chucesov, members.

After discussion senators suggested candidates:

in educational Chamber doc. MD. Felix Votava, Ph.D.,

in the student chamber David Lauer, a student of 3rd year in general medicine, Czech curriculum.

Both candidates expressed consent.

#### **Resolution:**

From the Educational Chamber Doc. MUDr. Felix Votava, PhD was elected Vice-Chairman

Vote: 13, 0, 1 (14 ballots were handed out)

From the Student Chamber senator David Lauer was elected Vice –Chairman

Vote: 15, 0, 1 (16 ballots were handed out)

### **Ad 7) Merit scholarships**

Material given to all senators in advance by e-mail was available in paper form at the meeting. Dean informed the present with its contents, explained how the scholarships are designed and answered their questions.

#### **Resolution:**

Academic Senate of the 3rd Faculty of Medicine, in accordance with Art. 4, par. 4 of the Scholarship Rules of the UK agrees with the dean of the amount of scholarships for outstanding academic achievement in the academic year 2015/2016 in the amount of 12 000, - CZK.

Vote: 30, 0, 0.

Dean pointed to the final annual report for 2015, which every member of the Senate received. He said that the report, which has a representative character, contains some interesting data that describe the faculty and its position externally. At the next meeting of the Academic Senate he is ready to answer any questions.

The second material that was available to senators was the latest number VNR.

There was no Discussion to the scholarships and presentations by the dean.

#### **Miscellaneous:**

- 1) Dean thanked all who work for the benefit of the faculty, wished merry Christmas, happy new year and invited senators to the Christmas concert which will be held on 19 December at 19:00 in John of Nepomuk church in Hradčany. Concert is prepared by doc. MD. Kment.
- 2) Mgr. Vacha also thanked everyone for their work for the faculty, namely MUDr. Hubičková for leading today's session and all members of the election committee. He wish all a Merry Christmas, peace, joy and happiness.
- 3) Senator Megvinet Chucesov invited all to a Christmas party organized by students on 21 December 2016 on the 6th floor of the main building.

**The next meeting of AS 3. LF UK will be held on January 10, 2017 at 1430 in the Radana Königová hall, no. 223 in the Dean's office.**

Mgr. Marek Vácha, Ph.D.  
Chairman of the AS 3FM

Recorded by: Ing. Sádecká  
proofreading: Mgr. Vácha, doc. Votava, Lauer



**Minutes of the Senate Session No.2 of the Third Faculty of Medicine that took place on 10 January 2017 in conference room No. 223, Ruská 87, Praha 10, at 2:30 p.m.**

Attendee: according to the attendance list

Guests: according to the attendance list

**Session Agenda**

- 1) Opening - Doc. Votava
  - 2) Agenda approval and appointment of scrutineers
  - 3) Checking the minutes from December 13<sup>th</sup> 2016
  - 4) Information from the Dean
  - 5) Evaluation of classes
  - 6) Disciplinary Committee- new members
- Miscellaneous  
Taking official photos of all senators of AS 3 FM CU

**Ad 1) Opening**

Doc. MUDr. Votava, deputy chairman opened the meeting, 27 senators were present, the Senate had a quorum.

**Ad 2) Agenda approval**

No comments or suggestions were made on the introduced agenda, which had already been sent to the senators via emails.

**Conclusion:**

**The session agenda was approved by tacit consent.**

**Scrutineers appointed: doc. MUDr. Toušek, Sychra**

**Ad 3) Checking the minutes from December 13<sup>th</sup> 2016**

Doc. Votava reminded the present senators about the session items from December 13<sup>th</sup> 2016. There were no comments on the minutes that had been distributed via email.

**Conclusion:**

**The minutes from December 13<sup>th</sup> 2016 were approved by tacit consent.**

**4) Information from the Dean**

- Information about resignation of prof. Kozák from the position of vice dean due to personal reasons
- prof. MUDr. Widimský and the Dean take over his agenda
- the faculty obtained all PROGRES projects from the university, the Dean analysed particular projects including those in which our faculty participates with another one
- at present prof. MUDr. Rokyta started the project, then prof. MUDr. Šlamberová will continue its coordination

- competitions for Heads of Department of Hygiene and Institute of Metabolism and Diabetes were held– doc. Dlouhý and doc. Polák were the only candidates. Before their official appointment, the Dean will discuss the structure of workplaces and plans for following years with them
- the Rector spoke with the Dean about crucial plans of the faculty, the Rector is willing to support construction of new buildings
- **Discussion: none**
- **Conclusion:**
- **The AS 3FM CU acknowledged the information from the Dean.**

## 5) Evaluation of courses - summer semester 2015/2016 - MUDr. Marx

MUDr. Marx informed senators about evaluation results, numbers of submitted evaluations. Results had been sent to teachers and Heads of departments.

Presentation of evaluation results for the academic year 2015/2016.

There is a problem with low number of returned evaluations, the average number of questionnaires per semester is low as well.

Number of subjects in a particular year of study = students of both Czech and English curriculum. As for paper evaluation, the number of submitted forms had been higher than an electronic one.

AS does not approve publication of evaluations on web pages of the faculty any more, it is an obligation.

**Change of evaluation of courses:** – new regulation – Rector’s Direction of CU. It is a crucial change dealing with low number of submitted forms. Marx presented new rules concerning evaluation of courses by students of master’s and bachelor’s programmes. He also mentioned reliability of evaluation, required number of submitted forms and publication of the results (anonymous evaluation can be presented only when the required number of evaluations (for a subject/ teacher) has been reached. However, non-anonymous evaluation of a teacher can be published independently, regardless the number of submitted forms.<sup>1</sup>). Our faculty can accept new rules as a whole, possibly make own internal modifications. Evaluation Committee has been working on new regulations.

Evaluation of doctoral programmes and supporting activities – guaranteed by CU, can be also organised by the faculty based on internal regulations.

Evaluation of the study by graduates is organized by the faculty after five years, it can be modified by internal rules of the faculty.

Discussion : Duška, Marx, the Dean, Hugo, Megvín, Trnka, Bankovská, Motlová, Novák, Votava, Gürlich

– to join evaluation with the credit – the student will be asked if he or she is going to evaluate or not.

- Evaluation Committee of 3 FM CU will work on new internal regulation which should also increase the number of submitted evaluation forms–evaluation is important for both sides, as the Dean says, students participate in faculty activities. It helps the faculty

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<sup>1</sup> According to „Proposed Rules for Evaluation of Education Activities by Students and Graduates of CU Art 4, para. 14 a 15 –see <http://www.cuni.cz/UK-7717.html>

management to obtain information. Based on evaluation some examiners have been changed as their methods were not acceptable. Well balanced responsibility of students – important data for teachers as well. Economical motivation- extra bonus money according to evaluation results.

**Conclusion: AS 3 FM CU took the presented information about the Evaluation of Summer Semester 2015/2016 into account.**

**6) Proposal of the Dean of the faculty for setup of Disciplinary Committee of 3 FM CU for the tenure 10/2/2017 -9/2/2019**

Disciplinary Committee of the faculty deals with disciplinary delicts of students enrolled at the faculty and presents them to the Dean. Its formation (as the only one) is defined by the university law, the law imposes that half of the members are students of the faculty and functional period is two years.

Number of members is par, minimum numbers of members is 6. Recently, one session has been held. According to new rules, conditions are stricter, the committee has to hold a session within 30 days to elect a new chairperson.

**The Dean of the Faculty presented his proposal for new Disciplinary Committee to AS.**

Discussion: none

**Resolution:**

**AS 3 FM CU in accordance with §27, Para.1 , section f, Regulation No. 111/1998 Coll. -Universities, as amended, in accordance with Art.10, Para. 1, section f) Statutes of 3 FM CU approves the Dean's proposal to appoint Disciplinary Committee of the faculty for the tenure 11/2/2017 to 10/2/ 2019 constituted by:**

prof. MUDr. Lucie Bankovská Motlová, Ph.D., MUDr. David Marx, Ph.D., Doc. MUDr. Jan Novák, Ph.D.,

David Lauer, Tomáš Sychra, Rachel White.

Náhradníci: MUDr. Josef Fontana, prof. MUDr. Romana Šlamberová, Ph.D.,

Yngve Leirfall, Anna Ouřadová.

**Vote: 26, 0, 1.**

- Miscellaneous
- Student senator Megvinet – promotional video – in March our students plan to announce financial requirements to the Senate,

Prof. MUDr. Bankovská Motlová mentioned that students have not prepared any conception, there is no script and the contents of the video have not been prepared either, students discuss technical aspects only.

D. Megvinet mentioned a few ideas about the video, at this phase it is not an issue for the Senate. First, video has to be prepared.

- Student senator Kantorová invited all senators for Representative Ball of 3 FM CU held on Friday March 10<sup>th</sup> at 1900 in Národní dům, Vinohrady.

**Next session of AS 3 FM CU will be held on March 14<sup>th</sup> 2017 at 1430 in Radana Königová Hall, room No. 223, Dean's office.**

Mgr. Marek Vácha, Ph.D., v.r.  
Chair man AS 3. LF UK

Written by: Ing. Sádecká  
18. 1. 2017

Edited by:  
Doc. MUDr. Votava, D. Lauer



Č.j. 7/11 - 10/2016-2019 3. LF UK

**Minutes of the 3<sup>rd</sup> Senate Session of the Third Faculty of Medicine that took place on March 14<sup>th</sup> in the Session Room of Radana Königova, room No. 223**

Attendee: according to the attendance list

Excused: according to the attendance list

**Session Agenda:**

1. Opening – Mr. Vácha
2. Agenda approval and appointment of the scrutineers
3. Checking the minutes from January 10<sup>th</sup>, 2017
4. Information from the Dean
5. Admission of Students in compliance with §49, paragraph 3, Act no. 111/1998, on higher education (aka transfer from other faculties) – MUDr. Marx
6. Rules of studies organisation – the amendment - MUDr. Marx
7. Statistics of the years 2017 and 2018 – admissions proceedings in graphs – MUDr. Marx
8. Report on faculty finances in 2016 – Ing. Mužíková
9. Operating budget proposal for 3FM CU for the year 2017 – Ing. Mužíková
10. Lease contract for the commercial space and payment of its utilities – by company AV GASTRO, s.r.o. - Ing. Mužíková
11. Proposal for the future fields of education for which the CU will apply within the institutional accreditation – the results of the per-rollam vote  
- Mgr. Vácha
12. Distribution of the funds for the institutional support of science within the university programmes PROGRES – the results of the per-rollam vote – Mgr. Vácha
13. Miscellaneous – information about a non-scheduled session in the week of May 21-29, 2017 - Mgr. Vácha

**Ad 1) Opening**

The session was opened by the Chairman of the AS, Vácha, who greeted the senators and guests.

27 senators were present at the opening, the AS was eligible to make decisions.

Mgr. Vácha, presented the enquiry of the Dean if the AS could deal with the amendment of the Status of 3FM CU, and the Proceedings and election regulations of AS 3FM CU and release a statement. As the materials were not send to the senators ahead of the session, the Dean change his opinion and the amendment will be discussed at the next (April) session of AS.

#### **Ad2) Approval of the session agenda, assigning the scrutineers**

The proposed programme was approved, and the senators who had received it ahead of the session via e-mail. There were no objections or no further suggestions.

Conclusion:

**The programme of the session was approved by tacit consent.**

The scrutineers elected were: doc. MUDr. Duška, student Renza

#### **Ad 3) Checking of the minutes from January 10<sup>th</sup>, 2017**

Mgr. Vácha brought up the important issues of the session on January 10<sup>th</sup> 2017. There were no objections or suggestions made, concerning the record of the minutes.

**The minutes from January 10<sup>th</sup>, 2017 were approved by tacit consent.**

#### **Ad 4) Information from the Dean**

- The results of the survey published in the magazine Týden – based on the criteria the 3FM came on 2<sup>nd</sup> position.

The best evaluation had the University of Defence, the other medical faculties came after ours.

- The number of the applicants this year has been the highest in the history of 3FM CU – the Dean presented the comparative figures.
- There will be dislocations of the faculty facilities in the summer, some institutes and laboratories will merge, and there will be more space capacity for research.
- Either the faculty or the FNKV did not recieved any grants from AZV.
- It is necessary to prepare an amendment of the regulations: Status of 3FM CU, the Election and proceedings regulations, the Rules and regulations for studies organization. Further, there is a need to review the Proceedings law of the Scientific Council of 3FM, the Rules of the habilitations and assigning the professors. All the rules and regulations have to comply with the regulations of the CU and the University Law.

There can be small variations, but strictly speaking all such documents have to comply with the higher documents.

Discussion:

Sychra – a possibility to see the intended layout of the rooms

**Ad 5) Admission of Students in compliance with §49, law no. 111/1998, on University education (a.k.a. transfer from other faculties)**

**The announcement of different conditions for admission of the students who study at other medical or health care institutions - MUDr. Marx**

The materials were submitted to the senators in the electronic form ahead of the session. The significant changes were made in the last academic year – the conditions were more strictly enforced, there was an average mark assigned. The faculty announced average (2,00) was found too strict. The Collegium of the Dean suggests a change – the average marks cannot be higher than 2,50. The number of the applications floats around 8 applicants per year. There were no comments or further suggestions.

Discussion:

Kantorová – enquired of the average marks at the other faculties, if they have mutual agreement on conditions and if the average marks include the unsuccessful exam dates – evaluated by number 4.

Discussion:

Trnka, Marx

**Conclusion:**

**AS 3FM CU in the compliance with article 10, paragraph 1, letter e) Faculty status approves the proposal of conditions for admission for study in compliance §49, paragraph 3, law no. 111/1998, for the academic year 2017/2018.**

**Vote: 26, 0, 0.**

**Ad6) Rules for organisation of the study – the Amendment - MUDr. Marx**

The materials discussed were sent to the senators via e-mail ahead of the session. The University Law had been revised, therefore the rules and regulations of university institutions and individual faculties will have to adjust in accordance with the law.

MUDr. Marx introduced the changes made in the law which are necessary to implement in the last year regulations. The faculty will not have specific rules and regulations for the postgraduate students, as they will be included in these rules and regulations. The dates will be posted on the SIS.

Discussion:

Renza, Marx, the Dean, Trnka, Bernášková, Barabáš, Belal, Toušek  
The Dean: the subject Clinical medicine is taught from the 1<sup>st</sup> year, its cycles are not up-to-date, the rules are regulations comply with the Proceedings of Study at the Faculty.

The records of the exams must be kept for 1 year.

In the article 17, paragraph 11 – Resignation from the exam before drawing the questions:

In accordance with the Study and examination proceedings – in a situation when the student resigns from the exam after drawing the questions, the chairman of the examination committee makes the decision about the legibility of the act. If the reasons for resignation are considered serious and understandable, the chairmain permits the student to resign without the student receives the grade 4. (E.g. in case of a sudden health indisposition.)

**Conclusion:**

**The AS 3FM CU**

**a) in compliance with the article 10, paragraph 1, letter b) of the Status of the faculty approves the proposal of the Rules and regulations of Study at 3FM CU,**

**b) orders the chairman of AS, in cooperation with the Dean, to send the approved proposal to the AS CU – including the changes made**

**Vote: 26, 0, 0.**

**Ad7) Statistics of the entrance examinations in the graphs for 2017/2018 – MUDr. Marx**

MUDr. Marx presented the numbers in graphs – pointed at the

differences – growth and drops.

The entrance examinations will be held at the Congress Centre in Pankrác again this year.

Discussion: none

**Conclusion:**

**The AS 3FM CU acknowledged the introduced statistics concerning the number of applicants for study at the faculty.**

**Ad 8) The report on faculty finances in 2016 – Ing. Mužíková**

The finances ended in balance, all the figures show good financing. Ing. Mužíková compared how the present premises of the faculty look like in the comparison with the situation in 2004. Several new work facilities were built in the SZŠ and SZÚ during the decade – the faculty has been growing in size, has not slowed down.

The evaluation of personnel – again a comparison with the year 2003 – the average salary of all the employees – she mentioned the individual growths and raises in figures (concerning professors, docents, specialized assistants).

Discussion:

Duška – there is no simulation centre for teaching – comparing with faculties abroad.

The Dean – there are suitable premises being searched for which seem to be feasible – the negotiations have not been finished, therefore he cannot specify. The CU interest was not to establish such centres at the faculties, but one centralised was found at Větrník.

The university leaders gave up the idea of the single centralised centre, further the faculty can decide on its own and negotiate individually. The faculty has applied for finances from the European Union.

Discussion: none

**Conclusion:**

**In compliance with the article 10, paragraph 1, letter d) of the Status of 3FM, the AS 3FM CU approved the proposed report of the faculty finances in 2016 with no objections.**

**Vote: 26, 0, 0.**

**Ad9) The budget proposal for the year 2017 – Ing. Mužíková**

Ing. Mužíková informed that so far the faculty has not known the sum it will receive from the programme PROGRES. In comparison with last year when the sum from the PRVOUK programme had been known. It can only be supposed that it will be similar to the last year sum. As the number of international students of the faculty has grown, the faculty should obtain more financial means. Further, Ing. Mužíková spoke about the planned building alterations – the increase of the capacity at the other lecture halls as it had been done in the Syllaba hall.

Discussion: none.

**Conclusion:**

**In compliance with the article 10, paragraph 1, letter c) of the Status of 3FM, the proposed 2017 budget was approved with no objections.**

**Vote: 26, 0, 0.**

**Ad 10) The lease contract of the commercial facilities and the payment of the utilities connected with its occupancy - by company AV GASTRO, s.r.o. - Ing. Mužíková**

Based on the article 51, paragraph 2, of the Status of CU which deals with the rental contracts of the commercial facilities concerning the premises used by the faculty, the AS 3FM CU must approve the contract (as long as the area is not bigger than 500 m<sup>2</sup> or the lease is not longer than 5 years. - In case any of these would apply, the AS CU would have to approve.) The Dean is in charge of the negotiations of the matter, (again - as long as the area of the premises is not bigger than 500 m<sup>2</sup> or the lease is not longer than 5 years).

Ing. Mužíková proposed that the AS 3FM CU will extend the contract with the company AV GASTRO that have been a long-term provider of the catering services in the faculty vestibule, and the proposed version of the contract had been sent to the senators via e-mail ahead of the session.

The company produces meals in three kitchens, the food is transported to the faculty where it is warmed up and served. The control of its operations and the production has been inspected on regular basis by Doc. Dlouhý and Doc.

Kneidlová.

Discussion:

Trnka, Toušek

- enquiry about the rental sum
- question of content with the food quality

**Conclusion:**

**The AS 3FM approved the extension of the rental contract of the commercial facilities and the payment of the utilities connected with their occupancy by the company AV GASTRO, s.r.o., Starostrašnická 151/36, 100 00 Praha 10 – Strašnice.**

**Vote:**

**26, 0, 0.**

**a) The extension of the rental contract for the company Gastrocentrum (Vokřálová) for the following 5 years**

**The AS 3FM CU approved the 5-year extension of the rental contract for the snack bar facility with the current contractor.**

**Vote: (16, 3, 2).**

**Ad 11) Proposal for the future fields of education for which the CU will apply for within the institutional accreditation – the results of the per-rollam vote - Mgr. Vácha**

The proposal was acknowledged by the senators, and the per rollam vote took place in the period of **February 24-26, 2017.**

All senators approved the proposal.

**The result of the vote:** 25 yes, none against, 7 senators abstained from voting (6 did not vote).

Dr. Marx explained the importance of the statement of AS of 3FM: the CU will have to provide a list of all the specialisations that will intent to get accredited.

Discussion:

Trnka, the Dean – one medical specialisation – this topic has not been concluded and should be put forth.

**Conclusion:**

**The AS 3FM CU in the compliance with the article 10, paragraph 3, letter a) – the proposal of study programmes planned for the faculty, acknowledged the discussed „Proposal for the future fields of education“ that will attempt to apply for within the institutional accreditation framework.**

**Vote: 26, 0, 0.**

**Ad 12) Distribution of the funds for the institutional support of science within the university programmes PROGRES – the results of the per-rollam vote – Mgr. Vácha**

The per-rollam vote took place during the period of February 22-28, 2017. The result of the vote was: 29 yes, none against, 3 abstained from voting (2 did not vote).

Discussion: none

**Conclusion:**

**The AS 3FM CU in the compliance with the article 10, paragraph 1, letter c) of the Status of 3FM, approved the proposal of the „Distribution of the funds for the institutional support of science within the university programmes PROGRES.“**

**Vote: 26, 0, 0.**

**Ad 13) Miscellaneous**

- Words of thanks for the organisation of the faculty ball – Mgr. Vácha
- Information on the emergency meeting scheduled for the week of May 20-29<sup>th</sup>, 2017, because of the expected changes demanded by the CU concerning the amendment of the faculty rules and regulations that is being prepared. The comments concerning these changes have to be approved ahead of the session of the AS CU – Mgr. Vácha
- The amendments of the Status of 3FM CU and the Election and proceedings regulations of the AS 3FM CU will be approved at the April session. If needed, other regulations might be discussed as well. Therefore, the presence of the senators is necessary so that the Senate will be eligible to make decisions.
- The student Magda Nováková, who translates for the students of the English programme, was introduced and the Senate thanked her for her help.

**Next session of the AS 3FM CU will be held at the session room of Radana Königova, no. 223, on April 18<sup>th</sup>, 2017, at 2.30 p.m.**



Mgr. Marek Vácha, Ph.D. a.p.  
Chairman of AS 3FM CU

**Minutes taken down by:**

Ing. Sádecká  
March 16<sup>th</sup>, 2012

Edited by:

Doc. MUDr. Votava, Mgr. Vácha, D. Lauer

Minutes of the 4th regular session of the AS 3rd Faculty of Medicine, held on 18 April 2017 at 2.30 pm in the conference room of Radana Königová, at the Dean's Office, No. 223

Attendee: see the attendance list

Guests: see the attendance list

Program:

1. Opening - Mgr. Vácha
2. Approval of the program, determination of scrutineers
3. Checking the minutes of 14 March 2017
4. Dean's information
5. Rules for Organization of Studies - News - MUDr. Marx
6. Disciplinary order of 3rd Faculty of Medicine - amendment - MUDr. Marx
7. Rules for awarding scholarships - prof. Šlamberová
8. Introduction to the proposed changes Statute of the 3rd Faculty of Medicine - prof. Anděl, Renza, MUDr. Marx
9. Familiarization with the proposal to amend the Electoral and Rules of Procedure AS 3FM CU - prof. Anděl, Renza, MUDr. Marx
10. Proposal for the Dean's Autumn Deal Schedule - Discussion. Mgr. Vácha

Miscellaneous

Ad 1) Opening

The meeting was opened by Mgr. Vácha.

There were 20 senators, the Senate was a quorum.

Ad 2) Program Approval

No comments or suggestions were added to the submitted program, which all senators had already been informed about by e-mail.

President of the Senate Mgr. Vácha made a request from the Dean to extend the meeting on the point - the Rules of Procedure of the Scientific Council of the 3rd Faculty of Medicine, which also received the senators by e-mail. Due to the distribution of the material mentioned under item 9) of this program to the separately presented Electoral Rules of the AS 3th Faculty of Medicine and to the Rules of Procedure of the 3rd Faculty of Medicine, the following arrangement was made:

9. Draft Rules of Procedure of the 3rd Faculty of Medicine,
10. Draft Rules of Procedure of the 3rd Faculty of Medicine,
11. Draft Rules of Procedure of the Scientific Council of the 3rd Faculty of Medicine.
12. Draft Dean's Autumn Deal Schedule - Discussion. Mgr. Vácha

Conclusion:

AS 3rd LF UK approved the agenda of today's meeting, including the above amendments, with tacit approval without comments.

The tutors were designed: Kantorová, doc. MUDr. Toušek

Ad 3) Review of the minutes of March 14, 2017

Mgr. Vácha recalled the points of discussion of March 14, 2017. No comments were made to the text of the minutes received by all Senators by e-mail.

Conclusion:

The minutes of 14 March 2017 were approved by tacit approval.

Ad 4) Dean's information

1. There has been a reduction in institutional support for science. The reason is, on the one hand, the recalculation of RIV points to money, as well as the fact that FNKV recorded as their own the articles that were created at the clinical workplaces. In particular, we try to comment on the methodology of how to convert points into points. The UK is more sophisticated in terms of allocating finance to faculties that are doing relatively well, ie all LFs.

2. From the hard projects to be implemented - all of our projects were recommended - the Dean presented specific projects (approx. CZK 90-100 million) - a shift in teaching will be possible. For soft projects, the UK approved the volume of finance as a whole - a total of about CZK 190 million. We demanded about 20 million crowns, probably less.

3. Gradual teaching of physiotherapy based on the Karlovy Vary Hospital - the condition is that the study there must be according to the same principles and rules that apply to the study of physiotherapy here at the faculty. There will be operational expansion of our contacts and possibilities to participate in health care in the Karlovy Vary Region.

Discussion: was not

Conclusion:

The Academic Senate of the 3rd Faculty of Medicine notes the dean's information.

Ad 5) Rules for Organization of Studies - Amendment - MUDr. Marx

MUDr. Marx acquainted the present senators with the proposal. The draft of the previously approved one was later submitted to the UK Legislative Commission's comments.

Therefore, a new proposal is presented, which is also discussed with the Chairman of the Legislative Commission, so that the approval process in AS UK is smooth and trouble-free. Changes are formal, technically legislative.

MUDr. Marx communicated and explained what adjustments and why the Legislative Commission had requested - see the submission report that is part of the submitted material. A summary of the changes made in the previously approved material from the previous Senate.

Discussions: Bernášková, Marx, Rychlík, Kroupa, Trnka

Resolution:

Academic Senate of the 3rd Faculty of Medicine

(A) in accordance with Article 10 (1) (a); B) The Faculty's Statute approves the proposal

Rules for Organization of Studies at the 3rd Faculty of Medicine,

B) obliges the chairman of the Senate to send an approved proposal together with the Dean of the faculty

AS UK.

Vote: 21, 0, 0.

The reservations made in the discussion will be incorporated into the draft proposal and voted per rollam.

Only then, if the vote is positive, the material will be deemed approved and will be forwarded to the AS UK.

Ad 6) Disciplinary Rules of the 3rd Medical Faculty of Charles University - amendment - MUDr. Marx

The prescription is prepared in accordance with the Disciplinary Code of Charles University.

Discussion: was not

Resolution:

Academic Senate of the 3rd Faculty of Medicine

(A) in accordance with Article 10 (1) (a); B) The Faculty's Statute approves the submitted proposal

Of the Disciplinary Code of the 3rd Faculty of Medicine,

B) obliges the chairman of the Senate to send an approved proposal together with the Dean of the faculty

AS UK.

Vote: 21, 0, 0.

Ad 7) Rules for Granting Scholarships - Prof. Šlamberová

Prof. Šlamberová introduced the changes to the new regulation, dr. Marx still some

Changes and reasons for their implementation have been specified.

The prescription is processed in accordance with the "template" from the UK, according to which the solution is in the regulation

Students undergraduate and postgraduate. Scholarship limits for excellence in research, development and innovation

Innovative results for graduate and postgraduate students are different, so they are in regulation

Articles are listed separately.

Art. 5 - the Dean's Award, which has been valid for 2 years. The following change occurs: the price is

Paid from a scholarship fund, therefore, it must be awarded before leaving, ie Before

The last statesman. The success of the last state ceases to be a student and a student

She can not get a scholarship.

The Radana König award was paid to graduates, changes are taking place - it does not have to be

Only about graduates.

Talk: Dean, Marx,

Scholarships are not demanding, our space is the amount of scholarship fund.

Resolution:

Academic Senate of the 3rd Faculty of Medicine

(A) in accordance with Article 10 (1) B) The Statute of the Faculty approves the draft Rules on the Grant of Scholarships at the 3rd Faculty of Medicine,

B) obliges the chairman of the Senate to send an approved proposal together with the faculty At AS UK.

Vote: 21, 0, 0.

Ad 8) Introduction to the draft amendments to the Statute of the 3rd Faculty of Medicine - prof. Anděl, Renza, MUDr. Marx

Mgr. Vácha refers to a change in the draft statutes - article 15, - announcement of the elections of the Dean - term,

Dean: Changes:

In Article 15, point 7 is added: "The election of a candidate for the position of a dean shall be pronounced by the Senate so that it is held at least 90 days prior to the Dean's term of office."

Article 15 (8) corrects the Rules of Procedure on the Electoral Code.

In Article 30, the following sentences are deleted: "The other conditions for admission to study at the faculty are regulated by the Faculty of Admission Procedure, which is Appendix No. 3 of this Statute. The Senate approves the conditions for admission to study at the Faculty in the given academic year".

Discussion: was not

Resolution:

Academic Senate of the 3rd Faculty of Medicine

(A) in accordance with Article 10 (1) B) Statute of the faculty approves without reservation the submitted

Draft amendment to the Statute of the faculty containing the proposed changes,

B) obliges the chairman of the Senate to send an approved proposal together with the faculty At AS UK.

VOTE: 19, 0, 0.

Ad 9) Introduction to Proposed Amendments to the AS of the 3rd Faculty of Medicine - prof. Anděl, Renza, MUDr. Marx

Renza - proposed changes:

Art. 7 - Election announcement - date and place of election - publication "at least 60 days before the date of the election";

Art. 8 - Proposal for Candidate - Modify Point 2): "Proposals for a candidate for the Dean's position shall be submitted through the Senator's Registrar within 30 days before the election day".

Para. 4 - new proposed wording: "The proposal must be submitted together with

(A) the written consent of the nominee,

B) a brief curriculum vitae designed with the characteristic of his / her activity at the university,

(C) short theses of the electoral program of the proposed ".

Para. 5) - insert: "... " at the latest 7 days before the election. At the Senate election session, candidates' appearances are not admissible ".

Para. 7) Announcement of the Election Meetings - until when, the sending of written materials - was a lengthy discussion with two amendments. The first of them (Trnka and Prof. Rychlík) - was not approved.

Discussion: Dean, Trnka, Marx, Rychlík, Renza, Hugo, Toušek

First Amendment (MUDr, Trnka and Prof. Rychlík) - timing changes:

A) Odst. 4) the proposed candidate (candidate) must provide a), b), c) within 15 days after the deadline for nominating candidates or candidates.

B) points b) and c) will be shifted (move the time horizon instead of 30 days to 45 days, or other time restriction before the election, change the deadline).

(Amendment to paragraph 2) - instead of 30 days would be 45, change to point 4) must within 15 days

Amendment to paragraph 7) term of the Senate's election session).

Vote: 5, 14, 1.

Amendment not accepted.

The second amendment was - paragraph 7):

"The written materials referred to in paragraphs 3 and 4 (A), (b) and (c) shall be kept by the Registrar of the Senate, which shall be sent jointly to the members of the 3rd AS at the latest 21 days before the date of the General Assembly, and shall be published in the Official Board of the Chamber and on the Faculty's website.

Resolution:

Academic Senate of the 3rd Faculty of Medicine

(A) in accordance with Article 10 (1) (a); B) The Statute of the Faculty approves the submitted draft amendment

Of the Electoral Code of AS 3 rd Faculty of Medicine, containing the proposed changes and changing the wording of point 7),

B) obliges the chairman of the Senate to send an approved proposal together with the Dean of the faculty

On AS UK.

Vote: 21, 0, 0.

10) Rules of Procedure of AS 3. LF UK

Renza introduced the proposed changes that are taking place.

Art. 10, paragraphs 1 and 2, as follows:

1) A member of the Senate may be deprived of his mandate by reason of a pre-disqualified

Three successive sessions of the Senate.

2) At the sessions of the Senate to vote for the deletion of the mandate, the member must be invited to the Senate to be deprived of the mandate properly. He can explain here the reasons for non-participation in previous meetings, even in writing ".

Discussion was not

Resolution:

Academic Senate of the 3rd Faculty of Medicine

(A) in accordance with Article 10 (1) (a); B) Approves the Statute of the Faculty without reservation

A draft amendment to the Rules of Procedure of the 3rd AS of the Charles University, containing the proposed changes,

B) obliges the chairman of the Senate to send an approved proposal together with the Dean of the faculty

On AS UK.

Vote: 21, 0, 0.

Ad 11) Rules of Procedure of the Scientific Council of the 3rd Faculty of Medicine

The Dean drew attention to the changes that occurred in the previous order.

Discussion: was not

Resolution:

Academic Senate of the 3rd Faculty of Medicine

(A) in accordance with Article 10 (1) (a); B) Approves the Statute of the Faculty without reservation

A draft amendment to the Rules of Procedure of the Scientific Council of the 3rd Faculty of Medicine,

B) obliges the Chairman of the Senate to send an approved proposal together with the Dean of the faculty

On AS UK.

Vote: 17, 0, 0.

Ad 12) Draft Dean's Autumn Deal Schedule - Discussion - Mgr. Vácha

Discussion: Not

Conclusion:

AS 3. LF UK took note of the presented proposal and agrees that the proposal be approved on His June meeting and the Dean's election were then announced.

Vote: 17,0, 0.

Different:

- Mgr. Vacha informed that he had been approached by the Rector, who said he was going to repeatedly stand for the Rector, is interested in attending the May 3 rd Session of the Faculty of Medicine at which he would introduce his program,

- Lauer - Invitation to charity run by the Vinohrady hospital.

The next meeting of AS 3 rd Faculty of Medicine will be held on May 9, 2017 at 2.30 pm in the hall of Radana Königová, Room No. 223 at the Dean's Office.

Mgr. Marek Vacha, Ph.D.  
Chairman of the AS 3 rd Faculty of Medicine

Written by: Ing. Sadecká  
20/4/2017

Proofreading:  
Doc. MUDr. Votava, Mgr. Vacha, D. Lauer



**Minutes of the 5<sup>th</sup> Senate Session of the Third Faculty of Medicine that took place on May 9th in the Session Room of Radana Königová, room No. 223 at 1430**

Attendee: according to the attendance list

Excused: according to the attendance list

**Session Agenda:**

1. Opening – Mgr. Vácha
2. Agenda approval and appointment of the scrutineers
3. Checking the minutes from April 18th, 2017
4. Information from the Dean
5. Information about the membership in Scientific Board
6. Speech of the Rector prof. MUDr. Tomáš Zima, DrSc., MBA
7. Extension of the Bachelor programme Physiotherapy to Karlovy Vary- Vácha, Anděl, guests: Petr Kulhánek – Mayor of Karlovy Vary, Jan Klíma, member of Municipal Board of Karlovy Vary
8. Conditions for study organisation at 3 FM CU, distribution of the scholarships, vote per rollam- Mgr. M. Vácha
9. Revision of internal regulations- MUDr. Marx
10. Rules of Procedure of the Scientific Board of 3 FM CU- prof. Widimský
11. Margaret Bertrand Award 2016- MUDr. Bernášková
12. Miscellaneous  
Invitation to Steamboat- David Lauer

Invitation for extraordinary session of the Senate: May 23rd, 2017– Mgr. Vácha

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**Ad 1) Opening**

The session was opened by Mgr. Vácha. He greeted all guests -the Rector, Mayor of Karlovy Vary Petr Kulhánek, municipal councillor Jan Klíma.

**20 senators were present, Senate was eligible to make decisions.**

**Ad2) Approval of the session agenda, assigning the scrutineers**

The proposed programme was approved, and the senators had received it ahead of the session via e-mail. There were no objections or no further suggestions.

The scrutineers elected were: **MUDr. Hajer, student Slezák**

**Conclusion:**

**The programme of the session was approved by tacit consent.**

### **Ad 3) Checking the minutes from April 18th, 2017**

Mgr. Vácha brought up the important items of the session held on April 18th 2017. There were no objections or suggestions made.

**The minutes from April 18th, 2017 were approved by tacit consent.**

### **Ad 4) Information from the Dean**

- It is necessary to update the number of members of the Scientific Board of 3 FM CU and validity of votes for relative number of the faculty and external members,
- Amendment of the internal regulations- dialogue between Legislative Committee CU and the faculty on proposals of the faculty, some comments are formal, some are more serious, e.g. time employments for the academics, (fixed term contracts or indefinite, – associate professors and professors can get a contract for an indefinite duration) , unification of terminology, other contracts in accordance with Labour Code
- the Dean will discuss the intention to omit the condition of the 30% attendance of the voters for the validity of the election with the Chairman of the Legislative Committee
- The Dean considers the number of voters as low because of the importance of the Academic Senate at the faculty, according to Legislative Committee 30% attendance of voters is not in compliance with the law, some internal regulations must be submitted for approval repeatedly,
- if the amendment of the Status of 3 FM CU is not approved till the announcement of the election of the Dean, the election will be announced according to the present status 3 FM CU and then converted,
- relationships with the university are better thanks to the Rector Zima, compared to the past, the Rector supports intentions of the faculty to build a new building of epidemiology and biostatistics, the faculty still has got significant money in a reserve fund (ca 400, 000, 000 CZK).

Discussion: none

**Conclusion:**

**AS 3 FM CU took the Dean's information into account.**

### **Ad 5) Information on the membership in the Scientific Board**

See information from the Dean.

**Conclusion:**

**AS 3 FM CU took the Dean's information into account.**

### **Ad 6) Speech of the Rector prof. MUDr. Tomáš Zima, DrSc., MBA**

The Rector emphasized that the university has to improve the communication between faculties. At the same time he said that he does not like the separation (teachers, students, medical doctors, biologists, etc.) |all of us are „on the same boat of CU.“

New structure of study programmes is prepared. Education in the years 2014 – 2017. New accreditation process for ten years. International evaluation of CU is in the process. New prestigious prize Arnošt z Pardubic has been established.

Furthermore, the Rector mentioned these issues:

Scholarly and research activities 2014 – 2017.

Institutional financing of scientific activities – PROGRES.

Financing of scientific projects of pre-graduate and postgraduate studies.

Emphasis on the quality of scientific results 2014 – 2017. European centre of CU helps the faculties to identify grants.

Foundation of the International Committee of CU.

Participation in the best, excellent scientific results has increased.

New infrastructure of the funds.

Development of study programmes and their distribution, preservation of unique specialties at the university, support of interdisciplinarity and doctoral studies, two fold-increase of scholarship, we support it.

International cooperation – one of the criteria of the CU, which we are proud of it.

Support of mobility of the students and academics.

CU is a member of several international organizations.

In Erasmus programme, CU is one of the most required institutions.- 5th most required among students coming to our country.

Priority of international cooperation 2018 – 2022.

The third role of university – communication with society, education of society, explaining what is true or false, promotion of democratic principles.

Presentation of CU oriented on various age groups.

Third role of CU 2018 – 2022.

New law about Science is being commented.

Education for people - we know how to present and offer various issues.

University management- service for university community.

Long term intention 2014 – 2017. We are the only university with internal regulations.

Priorities of university control in the years 2018 – 2022.

Reconstruction and renovation of projects of CU 2018 – 2022. Investment requirements of our faculties are included.

People at the university 2018 – 2022, programme of benefits for employees. Social and other consultations, barrier free buildings are still problematic.

The number of students with social needs increases. Necessity to improve dormitories and cafeterias.

Scholarship strategy at CU.

### **Discussion**

Duška – new law about university hospitals – how it will influence faculty life.

Zima: political consensus is required, at present the atmosphere in the Chamber of Deputies is not suitable to decide or solve issues, as one half of the deputies knows that they are not going to be there in a new election period. He supports the Law- relationship towards the hospital is not treated by the law. Till today there is no legal regulation about the University Law.

### **Conclusion:**

**AS 3 FM CU took the information from the Rector into account.**

**Ad 7) Extension of the Bachelor programme Physiotherapy 3 FM CU to a detached workplace in Karlovy Vary**

Dr. Marx announced that it was mentioned at the previous session of AS 3 FM CU. Students will have classes according to the same syllabus with the same teachers in Karlovy Vary. Classes and schedule are prepared, it is not any economic burden for the faculty, benefit is expected.

Discussion: Renza, Trnka, Marx, Bankovská Motlová, Sychra, Polák, Řasová, Gürlich, Čelko, Kroupa, Duška, the Dean – answers to the questions:

- ideal number of students in a group would be 20,
- theoretical classes will be held both in Prague and Karlovy Vary,
- students would go to Prague because of laboratories,
- applicants will be offered to study in Prague or Karlovy Vary,
- in the first years the workload for teachers will be higher, in the second and third year specialists from Karlovy Vary hospital will teach,
- motivation to study in Karlovy Vary: the town Karlovy Vary is interested, the specialists would stay there, working in balneology medicine,
- we cannot manage the requirement of Karlovy Vary (40 students), we do not have capacity,
- cooperation with hospitals in Karlovy Vary (Karlovy Vary Municipal Hospital, Karlovy Vary Faculty Hospital),
- the project has not been approved at the time of the entrance examination,
- AS 3 FM CU will be informed after a year whether the intention has been fulfilled

**Resolution:**

**AS 3 FM CU approves in accordance with the Status of the Faculty, Art. 10, para. 1, a extension of the specialty Physiotherapy 3 FM CU to Karlovy Vary on conditions mandatory for 3 FM CU.**

Vote: 18, 0, 2.

**Ad 8) Conditions for the organization of study at 3 FM CU - vote per rollam – Mgr. Vácha**

Vote per rollam was held on 24/04- 27/04 2017. 20 senators agreed, 12 abstained, did not vote. Proposal was approved per rollam.

**Resolution:**

**AS 3 FM CU**

- a) **Approves Conditions for the organization of the study by the vote per rollam, which was held 25/04-27/04 2017, by these votes: 20, 0, 12 (did not vote).**
- b) **The Chairman and the Dean were asked to send the proposal to AS CU**  
Discussion: Kroupa, Marx
  - 4 dates for the credit.

Vote: 21, 0, 0.

- **Regulations on the distribution of the scholarship at 3 FM CU vote per rollam – Mgr. Vácha**

Vote per rollam was held 26/04 till 02/05 2017. 25 senators agreed, 7 senators abstained . proposal was approved per rollam.

**Resolution:**

**AS 3 FM CU**

**approves Regulations on the distribution of the scholarship per rollam held on 26/04 till 02/05 2017**

**Vote: 25, 0, 7** (did not vote).

**asks the Chairman and the Dean to send the approved proposal to AS CU.**

**Discussion: none**

**Vote: 21, 0, 0.**

**Ad 9) Revision of internal faculty regulations – MUDr.Marx**

MUDr. Marx presented the requirements and comments of the Legislative Committee of CU. Regulations Rules of Elections, Rules of Procedure, Statutes of 3 FM CU must be submitted repeatedly with the comments of Legislative Committee CU

**Rules of Election of AS 3 FM CU**

Comments of the Legislative Committee are incorporated and marked in this proposal. This completed proposal was distributed among senators by email.

Discussion: Trnka, the |Dean

- discussion on the requirement to leave out 30% attendance of the voters in the election of members of AS 3 FM CU. The Dean wants to discuss this at the university.

**Resolution:**

**AS 3 FM CU**

**a) In accordance with Statutes of 3 FM CU , para. 10, art.1b) approves Rules of the Election of AS 3 FM CU,**

**b) Asks the Chairman and the Dean to send the approved proposal to AS CU**

**Vote: 21, 0, 0.**

**Rules of Procedures of AS 3 FM CU**

Material with comments of the Legislative Committee was sent to senators by email.

Committee had a lot of comments, they are marked in the material.

Discussion: none

Dean: the law does not know the term Final state examination, but just State examination. It is used at the university, so we have to follow it.

**Resolution:**

**AS 3 FM CU**

**a) In accordance with Statutes of 3 FM CU, para. 10, art.1b) approves Rules of Procedures of AS 3 FM CU,**

**b) Asks the Chairman and the Dean to send the approved proposal to AS CU**

**Vote: 21, 0, 0.**

MUDr. Marx thanked MUDr. Fontana, senators Renza and Sychra for cooperation on the regulations.

#### **Ad 10) Rules of Procedures of the Scientific Board of 3 FM CU – prof. Widimský**

Prof. Widimský presented internal regulation. AS approved it at its last session, but as there were comments on it which had to be discussed and incorporated, the material is submitted now. Formal changes are marked in the proposal which was distributed among senators by email.

Discussion: none

#### **Resolution:**

##### **AS 3 FM CU**

- a) **In accordance with Statutes of 3 FM CU, para. 10, art.1b) approves Rules of Procedures of AS 3 FM CU with proposed changes,**
- b) **Asks the Chairman and the Dean to send the approved proposal to AS CU**

Vote: 21, 0, 0.

#### **Ad 11) Margaret Bertrand Award 2016 – MUDr. Bernášková**

MUDr. Bernášková introduced the students nominated for Margaret Bertrand Award to the senators. CVs : Jan Kopecký a Kateřina Kosová.

Both candidates gave their presentations mainly on their activities apart from the faculty. Secret vote was held. The committee composed of **Bernášková – the Chairwoman, Sychra, doc. Duška** .

20 ballots were distributed. 20 valid ballots were submitted.

Result of the vote: **Kosová 12 votes, Kopecký 8 votes.**

The Chairwoman announced the result of a secret vote.

#### **Conclusion:**

**Kateřina KOSOVÁ was awarded Margaret Bertrand Prize for the year 2016 , 2nd place Jan KOPECKÝ.**

The Chairman Mgr. Vácha congratulated both candidates on the award and thanked them for presenting their activities.

In the end, Mayor of Karlovy Vary Petr Kulhánek thanked for the occasion to participate in the session of AS CU appreciated the constructiveness and sophistication of the senators. He thanked for the intention to extend the specialty to Karlovy Vary as the physiotherapists are needed in balneology medicine.

#### **Miscellaneous:**

Invitation for Steamboat – David Lauer –costumes – the Olympic Games, beginning 1900 Rašínovo nábřeží, 16/05 2017.

Invitation for extraordinary session of the Senate **25/04 14300 Radana Königová Hall**

Mgr. et Mgr. Marek Vácha, Ph.D., v.r.  
The Chairman AS 3 FM CU

**Minutes of the 1<sup>st</sup> Emergency Senate Session of the Third Faculty of Medicine that took place on May 25<sup>th</sup> in the Session Room of Radana Königova, room No. 223**

Attendee: according to the attendance list

Excused: according to the attendance list

**Session Agenda:**

1 Opening – Mr. Vácha

2 Agenda approval and appointment of the scrutineers

3 Checking the minutes from May 9<sup>th</sup>, 2017

4 Review of the faculty rules and regulations – MUDr. Marx, the Dean,

5 Mgr. Vácha

6 Payment of additional salary – included at the session,

7 Miscellaneous

8

**Ad 1) Opening**

The session was opened by the Chairman of the AS, Mgr. Vácha.

**22 senators were present at the opening, the AS was eligible to make decisions.**

**Ad2) Approval of the session agenda, assigning the scrutineers**

The proposed programme was approved, and the senators had received it ahead of the session via e-mail. There were no objections or no further suggestions. The Chairman of the AS introduced the request of the Secretary of the faculty to include an additional point to the programme concerning “payment of additional salary.” The senators approved of including this point in the session programme by tacit consent. It was added as No. 5.

**The scrutineers elected were: Slezák, Džupa.**

**Conclusion:**

**The programme of the session was approved by tacit consent with no objections, including the additional point No. 5.**

**Ad 3) Checking of the minutes from May 9<sup>th</sup> 2017**

Mgr. Vácha brought up the important issues from the session on May 9<sup>th</sup>, 2017.

There were no objections concerning the record of the minutes that the senators had



received via e-mail.

**Conclusion:**

**The minutes from May 9<sup>th</sup> , 2017 were approved by tacit consent.**

**Ad 4) Review of the Faculty Rules and Regulations** – MUDr. Marx, the Dean,  
Mgr. Vácha

**Amendment of the Status of 3FM CU** was introduced by the Dean. He informed the senators that the **Legislation committee** returned the first version of the Status, and the objections had to be accepted, such as following:

- a) Article 9 – Elections to the AS – the 30% attendance was requested, but the AS CU objected that it is against the general regulations and had to be left out,
  - b) we want to complete “educational activity,”
  - c) contracts – limited terms contracts – against law – work contract of professors and docents have to be permanent,
- all the changes were marked in the materials that senators had received ahead of the session via e-mail.

Discussion:

**Conclusion:**

**The AS 3FM CU**

- a) in compliance with the Article 10, paragraph 1, letter b) of the Status of the faculty approves the proposed new Status of the 3FM CU without objections,**
- b) orders the Chairman of AS, in cooperation with the Dean, to forward the new proposal for approval to the AS CU.**

Vote: 22, 0, 0.

MUDr. Josef Fontana, a member of the Legislation Committee of the AS CU, informed the senators about the state of the proposed Faculty Rules and Regulations:

- a) Rules and Regulations of Study at the 3FM CU, Election regulations of the AS 3FM CU – the RUK checked the incorporation of the objections, they could be revised the following Friday at the session of the AS CU,
- b) The regulations for granting scholarships at 3FM CU – will be dealt with by the Legislation Committee on May 29<sup>th</sup>, or June 1<sup>st</sup>,
- cc) Proceedings Law of the Scientific Council - one essential objection was brought up – the statement will not be in accordance, we will have to adjust it, to be revised in our Senate.

**Ad 5) Payment of additional salary**

Ing. Mužíková – cited the Salary Regulations. She explained that the additional salary cannot be claimed, it can be paid to employees if an organisation has funds for it, and the employees comply with the regulations for the payment. It is a 100% extra salary.

The additional salary is defined in the Salary Regulations of the CU, in Article 16, paragraphs 1 and 6, that says: “the decision that an additional salary will be paid, in compliance with the Article 1, is made by the Dean after an approval of the AS of the faculty.”

Discussion: Sychra, Mužíková

**Conclusion:**

**The AS 3FM CU recommends the Dean of the faculty, in compliance with the Article 16, the paragraph 6 of the Salary Regulations, to pay a 100% additional salary to the employees of the faculty, who are entitled to it, within the salary for the month of May 2017.**

Vote: 21, 0, 0.

**Ad 6) Miscellaneous**

Mgr. Vácha thanked the students who participated in organizing the event “Steamboat.”

**Next session of the AS 3FM CU will be held at the session room of Radana Königova, no. 223, on June 13<sup>th</sup>, 2017, at 2.30 p.m..**

**The attendance of all the senators is requested as the conditions and programme of the election of the new Dean for the next election period will be announced at this session.**

Mgr. Marek Vácha, Ph.D. a.p.  
Chairman of AS 3FM CU

**Minutes taken down by:**

Ing. Sádecká  
**May 30<sup>th</sup>, 2017**

Edited by: Mgr. Vácha, Doc. MUDr. Votava, David Lauer

**Minutes of the 6th regular session of the AS 3 th Faculty of Medicine, held on 13 June 2017 at 2:30 pm in the conference room of Radana Königová, at the Dean's Office, No. 223**

**Present senators: see the attendance list**

**Guests: see the attendance list**

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**Ad 1) Opening**

The meeting was opened by the Vice-President Mgr. Vácha. There were 26 Senators present, the Senate had a quorum.

**Ad 2) Agenda Approval**

The agenda was extended by point 10) Proposal of a new member of the SC 3rd Faculty of Medicine - MUDr. Josef März - Head of the Karlovy Vary Regional Hospital - replaces prim. Hulínský who resigned

1. Opening - Mgr. Vácha
2. Approval of the program, assigning the scrutineers
3. Checking the minutes of May 9, 2017
4. Dean's information
5. Report from the Legislative Commission and the AS of the CU. What has been approved and what is still to be discussed by MUDr. Marx  
Approved: Statute of the 3rd Faculty of Medicine, Rules of Procedure of the Academic Senate of the 3rd Faculty of Medicine, Election Rules of the Academic Senate of the 3rd Faculty of Medicine, Rules for the Organization of Studies at the 3rd Faculty of Medicine
6. Proposal for the Conditions of Admission Procedure at the 3rd Faculty of Medicine for the academic year 2018/2019 - MUDr. Marx
7. Rules for awarding scholarships at the 3rd Faculty of Medicine - MUDr. Marx
8. Rules of Procedure of the Scientific Council of the 3rd Faculty of Medicine - prof. Widimsky
9. Announcement of Dean's Elections 2018 - 2022 - Mgr. Vácha
10. Proposal of a new member of the SC of the 3rd Faculty of Medicine - MUDr. Josef März - replaces prim. Hulínský who resigned

**The scrutineers elected were:** for the students community: Alžběta Kantorová, for the academic community: doc. Duška

**Conclusion:**

**AS 3rd LF UK approved the agenda of today's meeting after adding point 10) by tacit consent without comments.**

**Ad 3) Checking of the minutes of 9 May 2017**

Mgr. Vacha reminded the meeting of May 9th. (Especially the dean's election and the

approval of one extra month salary for employees). There were no comments on the wording of the minutes received by all Senators by e-mail.

**Conclusion:**

**The minutes of 9 May 2017 were approved by tacit consent.**

**Ad 4) Dean's information**

- things and events that represent the faculty both inside and outside,
- Vinohradská Trojka - charity run (running race), thanks to all who participated in the organization of the race, collected funds will be used at the hospital in Kenya,
- "Parník" event - thanks for organizing the event,
- still increasing number of applicants for both Czech and English curriculum
- "ball-lightning" event - moving and shifting within the building and at the Dean's Office – has been signed a tender for part of the building reconstructions, all reconstruction to this part should be finished by the end of the winter semester, minor construction works (painting, floors, etc.) will be completed at the turn of September / October 2017 - before the start of the new academic year 2017/2018,
- student request: moving the wall within the premises of the student association - the Dean stated that it is necessary to find out whether it is a supporting structure (then the shift would not be possible for static reasons) or a non-load-bearing bar, then it would be possible to consider the shift,
- the reason and the purpose of the transfer: it is necessary to preserve the assigned premises of the faculty not only to create friendly environment, but to use them economically - to use the space for teaching.

-

Discussion: prof. Anděl, doc. Polak, doc. Trnka, Metoděj Renza

**Conclusion:**

**AS 3FM CU took the dean's information into account.**

**Ad 5) Report from the Legislative Commission and the AS of the CU. What has been approved and what is still to be discussed - MUDr. Marx**

**Approved: Statute of the 3rd Faculty of Medicine, Rules of Procedure of the Academic Senate of the 3rd Faculty of Medicine, Election Rules of the Academic Senate of the 3rd Faculty of Medicine, Rules for the Organization of Studies at the 3rd Faculty of Medicine**

- Vice-Dean Marx thanked all those involved in the finalization of adaptations - Josef Fontana, Metoděj Renza, Tomáš Sychra, MUDr. Marx, Mgr. Vácha, Petr Michenka
- Approved - Statute of the 3rd Medical Faculty of Charles University, Rules of Procedure of the Academic Senate of the 3rd Faculty of Medicine, Election Rules of the Academic Senate of the 3rd Faculty of Medicine, Disciplinary Regulations of the 3rd Faculty of Medicine, Rules for the Organization of Studies at the 3rd Faculty of Medicine.

**Conclusion:**

**AS 3FM CU took the information about the approved regulations in RCU into account.**

**Ad 6) Proposal for the conditions for the admission procedure at the 3rd Faculty of Medicine for the academic year 2018/2019 - MUDr. Marx**

- without entrance examinations in the English Curriculum - up to 10 students (usually 5 finally succeed in the admission procedure)

- admission tests - Physiotherapy the same conditions as for general medicine.

Discussion: dr. Marx, prof. Anděl

**Resolution:**

**AS 3FM CU**

**a) agrees, in accordance with the provision § 27, paragraph 1, letter e) of the Act No. 111/1998 Coll. On Higher Education Institutions, as amended, agrees with the Conditions for the Admission Procedure at the 3rd Faculty of Medicine for the academic year 2018/2019.**

VOTE: 26, 0, 0.

**Ad 7) Rules for Granting Scholarships at 3rd Medical Faculty of Charles University - MUDr. Marx**

MUDr. Marx informed the senators with the final modifications in the Scholarship Rules.

Discussion: dr. Marx, prof. Angel

**Resolution:**

**AS 3FM CU**

**a) agrees, in accordance with the Statute of the faculty, Article 10, paragraph 1, letter b) with the submitted material,**

**b) obliges the Chairman of the Academic Senate of the 3rd Medical Faculty of Charles University and the Dean to submit the material for approval to AS CU.**

VOTE: 26, 0, 0.

**Ad 8) Rules of Procedure of the Scientific Council of the 3rd Faculty of Medicine - prof. Widimsky**

Prof. Widimsky introduced the senators present with the final edits in the Procedural Rules of the SC 3FM CU

Discussion: none

**Resolution:**

**AS 3. LF UK**

**a) agrees, in accordance with the Statute of the faculty, Article 10, paragraph 1, letter b) with the submitted material,**

**b) obliges the Chairman of the Academic Senate of the 3rd Medical Faculty of Charles University and the Dean to submit the material for approval to AS CU.**

VOTE: 26, 0, 0.

**Ad 9) Dean's Election announcement 2018 - 2022 - Mgr. Vácha**

- Important session point - announcement of the Dean's election for term 01.02.2018 - 31.01.2022

- Proposal of candidates for the Dean's position - Possibility to submit until 25.09.2017 - Up to 15h (including)

- Written form - Candidate's name, including titles, candidate's place of work, names and signatures, documenting compliance with the conditions of the Rules of Procedure of AS 3.LF UK (Article 15, paragraph 1)

- Other requirements - written consent of the candidate with the candidature, short CV + characteristics of the university's activity, short outline of the electoral program proposed,

- possibility to submit from the date of election announcement (13.06.2017 - session of the AS 3rd Faculty of Medicine) – to the Registrar - ing. Sádecká (registry office, door No. 107), by any member of the AS or a group of at least 20 members of the academic community - by 25 Sep., 2017, 15:00

- Distribution of written materials on candidates to senators - Written form - no later than 21 days before the election (in charge of the registrar of the AS 3rd Faculty of Medicine) - no later than 04.10.2017.

- First session of AS 3rd Faculty of Medicine in new academic year 2017/2018 – on 10 Oct., 2017 at 14:30.

- Presentation of candidates - Election Campaign - Session of the Academic Community – Syllaba lecture hall- 17 Oct., 2017 at 14:30

- Date and venue of the election - Meeting of the AS 3rd Faculty of Medicine in the prof. Königs (No.223, 2nd floor) – **25 Oct. 2017 at 2.30 pm**

Discussion: Mgr. Vácha

**Resolution:**

**AS 3FM CU**

- 1. in accordance with Article 14 of the Rules of Procedure of the Academic Senate of the 3rd Faculty of Medicine, announces the election of a candidate for the Dean's position on October 25, 2017 at 2.30 pm in the hall of Radana Königová,**
- 2. determines the date of the presentation of the nominated candidates for the position of the Dean for the period 2018 - 2022 at the open public hearing of the AS 3rd LF UK held on October 17, 2017 at 2.30 pm at Syllaba lecture hall,**
- 3. obliges the Chairman of the 3rd AS of the Charles University to publish the timetable of the elections.**

VOTE: 26, 0, 0.

**Ad 10) New member of the Scientific Council of the 3rd Medical Faculty of Charles University - MUDr. Josef März, head of the Karlovy Vary hospital to replace the resigning prim. Hulín from the Nymburk Hospital.**

Prof. Widimsky with prof. Anděl presented the candidate - MUDr. Josef März (Director of the Karlovy Vary Hospital) as the new member of the SC of the 3rd Faculty of Medicine, as the former member of the SC of the 3rd Faculty of Medicine prim.Hulínský, resigned from the position of a member of the SC due to personal reasons

Discussion: prof. Widimský, prof. Anděl

**Approved voting committee:** Chairman prof. Gürlich, members of doc. MUDr. Polak, Methodius Renza.

VOTE on membership of MUDr. März in SC 3rd Faculty of Medicine:: 20 - 0 - 6.  
(20 positive votes and 6 invalid votes)

**Resolution:**

**AS 3FM CU**

**agrees in accordance to the Statute of the faculty art. 10, par. 1f with appointing MUDr. Josef März, head of the Karlovy Vary hospital, as a new member of the SC 3FM CU to replace prim Hulínský from the Nymburk hospital who resigned**

**Miscellaneous:**

(1) solution of urgent items during the summer months - as always, during June, representatives were approved by the Senate (Mgr.Vácha, doc.Votava and David Lauer)

**Resolution:**

**AS 3FM CU appoints a board to deal with urgent tasks related to the AS 3FM CU during summer vacation; report on these situations should be submitted to the AS 3FM CU at the October session (October 10, 2017 ).**

VOTE: 23, 0, 3.

(2) A few words, farewell and remembrance of the late prof. MUDr. Horák - Mgr. Vácha

The next meeting of the Academic Senate of the 3rd Faculty of Medicine will take place on Tuesday 10 October 2017 at 14:30 in the meeting room of Radana Königová.

Mgr et Mgr. Marek Vacha, Ph.D.,  
Chairman of the AS 3 rd Faculty of Medicine

Written by: Jana Skálová

14 June 2017

Proofreading was made by Ing. Sadecká together with the management of the AS 3FM CU (Mgr.Vácha, Do.Votava, David Lauer)

**Minutes of the 7th regular session of the AS 3rd Faculty of Medicine held on October 10, 2017 at 2.30 pm in prof. Radana Königová conference hall, at the Dean's Office, No. 223**

Present senators and senators: see the attendance list

Guests: see the attendance list

**Program:**

1. Opening
2. Approval of the program, determination of scrutineers
3. Checking the minutes of 13 June 2017
4. Dean's information
5. Personnel and other changes at the Departments of the 3rd Faculty of Medicine - prof. Anděl
6. Presentation of the candidate for the position of Rector - Prof. RNDr. Jan Černý, PhD. from the Faculty of Natural Sciences CU - dr. Vácha
7. News from AS CU - prof. Mořovská
8. Contract for rent of non-residential premises and payment of operating costs related to the use of them - presented by Ing. Mužíková
9. Announcement of Elections of Representatives of the 3rd Faculty of Medicine to the AS of the Charles University - results of voting per rollam - Mgr. Vácha
10. Invitation for October 17 - Presentation of candidates for the Dean's position
11. Invitation to the Election Session of AS 3FM on October 25th

Miscellaneous

**Ad 1) Opening**

The meeting was opened by the Vice-President Mgr. Vácha. There were 26 Senators present, the Senate was a quorum.

**Ad 2) Program Approval, Scrutineers Designation**

None of the senators had a comment or a request to add to the submitted program.

**Conclusion:**

**AS 3FM CU approved the agenda of today's meeting.**

Scrutineers from the students: Metoděj Renza, from the academic community: MUDr. Hajer.

**Ad 3) Review of the Minutes of 13 June 2017**

Mgr. Vácha recalled the June 13th discussion points - in particular the commissions reports, the approval of our internal standards and the announcement of the Dean's elections for the period 2018-2022.



**Conclusion:**

**The minutes of 13 June 2017 were approved by tacit approval.**

**Ad 4) Dean's information**

- the "ball flash" event - seminar rooms (eg a new room for anatomy teaching, laboratory of analytical methods from the Institute of Hygiene (doc. MUDr. Tůma), a seminar room next to a laboratory belonging to Prof. Šticha , the seminar room of the Institute of Biophysics, we modernized the seminar room of Farmacology, the practice room of the Institute of Histology, and by the end of the semester some other workplaces will be moved.
- some of the more expensive technologies (from the money PRVOCUU) - should serve wider use - a common center of expensive technologies,
- co-operation with the SZÚ provides possibilities for use for the needs of the 3rd Medical Faculty of Charles University - we have renovated the biostatistics classroom, there are laboratories and workplaces, a surgery room for small and medium animals, a cabinet of health education, experimental kitchens for the study of obesity and diabetes; a number of other options,
- In preparation, there is a room for simulation systems and the possibilities of electronic interconnection for simulation in intensive care; there is also a promise of available funds for that.

**Conclusion: AS 3rd Faculty of Medicine took note of dean's information.**

**Ad 5) Personnel and other changes to the Departments of the 3rd Faculty of Medicine - prof. Anděl**

- Doc. MUDr. Pavel Studený, Ph.D., MHA was appointed Head of the Department of Ophthalmology FNKV on 1 September.
- Doc. Jan Trnka, Ph.D. was appointed to the post of Head of the Department of Biomedical Sciences, on 1 September
- prof. MUDr. Antonín Jabor, CSc. was appointed Head of the Department of Laboratory Diagnostics,
- decision about Head of the Radiotherapeutic and Oncology Clinic is in process
- extension of the current Institute of Medical Genetics lead by prof. Černá on new capacities and small workloads - clinical workplaces at FTN Krč.

**Conclusion:**

**AS 3. LF CU took note of personal and other changes to the Departments of the 3rd Medical Faculty of Charles University.**

**Ad 6) Presentation of the candidate for rector - Prof. RNDr. Jan Černý, PhD. from the Faculty of Natural Sciences CU - dr. Vácha**

The rector will be elected on October 20th.

**Our representatives in AS CU who will elect the new Rector are:**

**prof. MUDr. Džupa, prof. MUDr. Mořovská, students Miroslav Kyselica and David Megvinet Chucesov.**

## **Prof. RNDr. Černý said about his candidacy:**

Motivation - I am a member of AS CU and I did not have any positive emotions about how the CU is working today, faculty members approached me if I wanted to activate the AO of the university. The more I worked on the preparation of the material and met with faculty colleagues, the more convinced I was that I should go into it. I am a biologist, immunologist, from the Faculty of Science, I have an experience of a highly active teacher, I taught at the 3rd LF - Cell Biology Seminar, I was also invited to a student conference at your faculty, I had a great auditorium. I am the chairman of the Czech Biological Olympics - focusing on talent management. I also participate in research activities as a cell immunologist. Research Evaluation a I would not build science on number of publications, but I would put more emphasis on discovery and quality.

### Program:

- working with diversity,
- teaching - first,
- education of future teachers,
- the relationship of the university with society,
- internationalization, excellence - long-distance program - Primus - to attract people to bring new ideas to CU, etc.
- the university's overlapping into society must not be tributary to the political scene,
- operation of universities from the position of rector's office: I am critical to still increasing paperwork; as head of the department as well as vice-dean I am dealing with a number of regulations; I try to bring concrete solutions
- to improve the quality of RCU materials.
- 

### Discussion:

Duška, Trnka, Polák, Rychlík,

- financial support for Western European doctoral students,
- access to foreign journals and information as at a common Western University,
- assessment of science, a new way of evaluation (rather than numerical),
- solution of sports facilities within the CU.

## **ELECTION PROGRAM prof. RNDr. Jan Černý Ph.D. - Taken from the CU website: Materials for Election to the Academic Senate of Charles University for the 2016-2019 election period**

I spent my entire academic career outside any representative body of the faculty and university. During my study, due to the absence of experience, it seemed inappropriate to comment on typical Senate agendas. Later, I did participate in the faculty life quite actively, but always only as a teacher or a scientist (and I felt I was too busy to do anything else, let alone to work in the Senate). In addition democratically functioning environment of the Biological Section was always offering a great platform for all activities. Not too positive motivation for entering the Senate was also my experience of the Vice-Dean, when I attended regular sessions of the Faculty Senate. Although I had the opportunity to appreciate the high professionalism of some of its members, on the other hand, I could see the personal ambitions of others, including the defense of their own particular interests and interests of their respective departments and sections. So why am I now running for the "big" senate? I have an intense feeling of formalization in all academic fields and focusing on excessive managerial

style approach at RCU (for a possible change it is necessary to act on the whole university level). I have found out that personal dissatisfaction with the governance and management at all levels can be an appropriate motivation for work and co-responsibility for relevant agendas. The opportunity to be "at hand" when deciding on the school rules that so deeply influence the everyday life of every student and educator. So just do not criticize, but have the opportunity to influence things. The post of Vice-Dean for Science, External Relations, Lifelong Learning and the Botanical Gardens of the Town of Prague has made me quite familiar with the functioning of the faculty, its relationship with the university, with the setting of the rules in the academic environment in general. Thanks to more than twenty years of pedagogical experience and work in the faculty's non-representative bodies, I no longer feel uncomfortable in discussing typical Senate themes. What can I offer while working at the CU Senate Academic Senate? Many years of experience with function of the faculty and university environment from the point of view of the educator, scientist and Vice-Dean. Critical view (and therefore own opinion) on a number of university agendas • I do not apply to the CU Senate to defend the particular interests of the Faculty of Science or to satisfy my political ambitions; in my case it is a candidacy for only one functional period in which I would like to push the maximum possible and inspire others for this work. If I were elected, in which of the Senate Commissions would I want to perform expert activity? Perhaps the closest to me as the long-time pedagogue of the Study Committee (dealing with the concepts of the development of study and study areas in the CU, doctoral study programs, the Grant Agency of the CU, the evaluation of the teaching by students). I think I can offer a rational and critical view, and perhaps even a deeper insight into most topics. The editorial committee is close to me because it focuses on external relations (CU unified visual style, CU external web, CU promotional materials, CU publicity and publicity events organized by CU, CU presentation in the media, sponsorship, CU cooperation with the commercial sphere, relationship with the alumni), which was one of my Vice-Dean's agendas. Working in the Legislative Commission dealing with CU internal regulations, faculties and other components is precisely the Senate expertise that is key to controlling "tightening of formalizing bolts". All existing and future regulations need to be measured by the experience of people who actually apply them in their work, here I see a great opportunity for myself as well.

### **Conclusion:**

**AS 3rdFM CU took note of the presentation of prof. RNDr. Černý and discussion with him.**

### **Ad 7) News from AS CU - prof. MUDr. Mořovská**

- I was elected to the presidency of the Academic Senate of the CU, what is closer to the source of information and closer to the possibility of helping the faculty if needed,
- The senate lives by the election of the Rector of the CU, which will be held on October 20th at the Patriotic Hall of Karolinum,
- AO members have the opportunity to discuss with Rector candidates, a debate with Rector candidates will be held this Thursday at 15:00 at the Blue lecture hall at Celetná Street,
- Rector Zima received funding for the CU, increased revenue for university management, increased scholarships for PhD students, and so on.
- negotiation of raising funds for VŠŠ, negotiated CZK 3 million (300 million investment program including colleges, increase of doctor's scholarships to 10 500 CZK, 0.5 milliards for so-called fix and then to quality parameters), in January faculty will be called - half a billion dollars - drawings by October next year, resources can be used for aspects related to undergraduate education,

- the budget for science was to be cut, but in the end it should increase by 350-400 million crowns for the CU
- there was an increase interest to study in the CU, while in other universities there was a decrease,
- university lives by students - currently all appeals were rejected, faculty including our worked well, number of enrolled students last year 14 656, now more than 15 000, despite population depression. Most schools have a 10% drop,
- other activities: students are preparing for November 17 - they want to highlight the need to support and increase the budget for higher education,
- International Relations: English University of Oxford, Edinburgh, St Andrews Scotland want to conclude a strategic partnership, the Geneva Treaty. Zurich and Charles University,
- a discussion of leaders of political parties and movements to be held on Monday October 16, 2017 from 16:00 to 18:00 in the Collegium Maximum of the Law Faculty of Charles University, nám. Curieových 7, Prague 1,  
Representatives of ten political parties and movements were invited to participate in the discussion, those who according to the available MEDIAN Parliamentary Election Model have high number of voters. Discussion with members of the CU academic community will address general political issues, particularly with a focus on education and education, including funding for universities and science in the Czech Republic,
- the evaluation of the UNCE project,
- The CU has prepared accreditation documents.

Discussion: was not

**AS 3. LF CU took note of information from AS CU.**

### **Ad 8) Contract for the lease of non-residential premises and performance of operating expenses related to the use - submitted by Ing. Mužíková**

Talk: Rambousková

whether a specific parking space will be marked, what the rental effect will be, except for the financial amount in the current lack of rooms for the faculty needs.

#### **Resolution:**

**AS 3FM CU approves, in accordance with Article 51, paragraph 3 of the Statute of the Charles University, the lease of rooms on the 5th floor of the building no. 2411, 533 and 533A with a total area of 39 m<sup>2</sup> and one parking place in the parking lot in front of the 3rd Medical Faculty of Charles University with the Czech Medical Chamber, the Prague 10 District Association for a total rent of CZK 120,000 per year. The rooms are rented for office purposes and provide the tenant with all his administrative needs.**

**VOTE: 24, 0, 4**

### **Ad 9) Announcement of representatives of the 3rd Faculty of Medicine of the Charles University in Prague - Results of the per rollam voting - Mgr. Vácha**

**Presidium of the Academic Senate of the Charles University in Prague according to Art. 2, paragraph 1 of the Rules of Procedure of the Academic Senate of the Charles University announced the Academic Senate election for the period 2018 - 2021 (1 February 2018 - 31 January 2021) at faculties which are elected Of the Academic Senate of the Charles University pursuant to Article 1 (4) of the Rules of Procedure of the Academic Senate of the Charles University are included in body III.**

**The Academic Senate of the 3<sup>rd</sup> MF of the Charles University announced the holding of the elections on the basis of the per rollam vote held on September 11-18, 2017 on the following days:**

**21 November 2017 (Tuesday) from 9:00 to 15:00,  
22 November 2017 (Wednesday) from 9 am to 3 pm,**

**venue: Dean's building 3rd Faculty of Medicine, Ruská 87, Praha 10, negotiation room on the deanery,  
Dean's building, 3rd Faculty of Medicine, Ruská 87, Praha 10 - entrance hall - students.**

**Resolution:**

**AS 3. LF UK approves, in accordance with Article 2, paragraph 3 of the Electoral Code of Charles University, the date, time and place of the election of representatives of the 3rd Faculty of Medicine at the Academic Senate of Charles University.**

**Voting per rollam: 20, 0, 12.**

**VOTE: today: 27, 0, 0.**

**Ad 10) Invitation on 17 October, 14:30 - Presentation of candidates for the Dean's position**

**Presentation of the candidate 20 minutes, the order will be determined by lot, the candidate will be alone, presentation in Czech, countdown time will be shown on the wall, simultaneous interpretation into English. After the presentation of both candidates there will be opportunity for questions, both candidates will answer.**

**Discussion will not be limited in time.**

**Conclusion:**

**AS 3. LF UK took notice of the date and time of the presentation of the candidates for the dean's position.**

**Ad 11) Invitation to the Election Session of the AS 3FM CU on October 25, 2017 at 2.30 pm - single point of the program - Dean's election**

**Chairman Mgr. Vacha invited all senators to the election meeting.**

**Conclusion:**

AS 3. LF UK took note of the information on the election meeting on October 25, 2017.

**Miscellaneous:**

- congratulations to doc. MUDr. Trnka - became the head of the department,
- replacement of senators – instead of doc. Jirásek enters AS 3FM doc. Ramboubousková, who was a member of the Senate in the past. The chairman welcomed her and congratulated her.

**The next meeting of the Academic Senate of the 3rd Faculty of Medicine will take place on Wednesday 25 October 2017 at 2:30 pm in the meeting room of prof. Radana Königová.**

**Mgr. et Mgr. Marek Vacha, Ph.D., v.r.**  
**Chairman of the AS 3 rd Faculty of Medicine**

**Written by: Sadecka**  
**14/10/2017**

**Proofreading: Mgr. Vácha, doc. MUDr. Votava, David Lauer**

**Minutes of the 2<sup>nd</sup> Emergency Senate Session of the Third Faculty of Medicine that took place on October 25<sup>th</sup> in the Session Room of Radana Königova, room No. 223**

Attendees: according to the attendance list

Guests: according to the attendance list

**Session Agenda:**

1. Opening – Mr. Vácha
2. Agenda approval and appointment of the scrutineers
3. Vote of candidates for the Dean of the 3FM CU for the period from February 2<sup>nd</sup>, 2018, to January 31<sup>st</sup>, 2022

**Ad 1) Opening**

The session was opened by the Chairman of the AS, Mgr. Vácha.

**31 senators were present at the opening, the AS was eligible to make decisions.**

**Ad2) Approval of the session agenda, assigning the scrutineers**

The proposed programme was approved, the senators had received it ahead of the session via e-mail. There were no objections.

**Conclusion:**

The senators approved the session programme by tacit consent without objections.

**The scrutineers elected were: Doc. MUDr. Jan Trnka, Tomáš Sychra**

**Ad3) Vote of candidates for the Dean of the 3FM CU for the period February 2<sup>nd</sup>, 2018 - January 31<sup>st</sup>, 2022**

|The Chairman of the 3FM AS informed the senators about the voting process for candidates for the Dean of the 3FM CU. Following were:

1. The Election Committee was elected, composed of 3 members: MUDr. Klára Bernášková, doc. MUDr. František Duška and Metoděj Renza. The members of the Committee voted for their Chairman: doc. MUDr. Duška was elected.
2. The members of the committee hold a session in the hall of the Dean's office, and the ballot box was placed at the small Conference Room.
3. Each Senator signed for a ballot, and after circling the name of one of the candidates voted by placing the vote in the ballot box at the small Conference

room.

4. After all the Senators voted, the Committee counted up the votes for all the candidates, and announced results of the election.
5. The record-keeper of the AS of the 3FM CU filled in the election protocol and completed all required administration (sending e-mail information to the AS of CU, sending a signed protocol including the minutes of the AS session to the Rector), secured publishing of the information on the website (by Ing. Dvořák), distribution to all staff (by the Head of the Personnel Dpt. Mr. Chlapec), publishing the results in the VNS (by Ms. Ježková), publishing the information on Facebook (by Ms. Skořepová) and to arrange for sending it to all students (by Ms. Marková).

**Next regular session of the AS 3FM CU will be held at the session room of Radana Königova, no. 223, on November 14<sup>th</sup>, 2017, at 2.30 p.m.**

Mgr. Et Mgr. Marek Vácha, Ph.D. a.p.  
Chairman of AS 3FM CU

**Minutes taken down by:**

Ing. Sádecká, the Secretary of AS 3FM CU

**October 25<sup>th</sup>, 2017**



**Minutes of the 8th regular session of the Academic Senate of the Third Faculty of Medicine, held on November 14, 2017 at 2:30 pm in the prof. Radana Königová Conference Hall at the Dean's Office.**

**Programme:**

1. Opening
2. Approval of the programme, determination of scrutineers
3. Checking the minutes of 10 October 2017
4. Dean's information
5. Vote per rollam – members of the Election Committee for the election of the deputies from 3 FM CU to AS CU and the election of the Chairwoman and Vice Chairman- Mgr. Vácha
6. Information on preparation of the election to the AS CU - completion of the Election Committee – Mgr. Vácha
7. Opinion of the Academic Senates of Faculties of Medicine on the proposal of the Ministry of Health about study programmes „Traditional Chinese Medicine Therapist“ and study programmes for „Chinese Medicine Specialist“ - Mgr. Vácha

Miscellaneous

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**Ad 1) Opening**

The meeting was opened by Mgr. Vácha. There were 21 Senators present, the Senate constituted a quorum.

Ad 2) Programme approval, Scrutineers designation

**None of the senators had comments or requirements for completion of the programme**

**Conclusion:**

**AS 3FM CU approved the agenda of today's meeting.**

The scrutineers nominated: for the students: Metoděj Renza  
for the academic community: Doc. MUDr. Duška

**Ad 3) Checking the minutes from October 10th 2017**

Mgr. Vácha recalled the minutes from October 10th – particularly the introduction of the candidate to the Rector of CU Prof. RNDr. Černý, information presented by prof. MUDr. Mořovská and announcement of the election of the deputies of 3 FM CU to Academic Senate CU.

Furthermore, more frequent information from the AS CU was proposed..

The Chairman Mgr. Vácha mentioned the mistake in the minutes in point 5) – there should be: „**Department of Radiotherapy and Oncology.**“

**Conclusion:**

**The minutes of October 10th were approved by tacit consent.**

**Ad 4) Dean's information** – presentation of prof. Widimský substituting for prof. MUDr. Anděl,

- new composition of the Scientific Council will be presented on the next session of AS 3 FM CU, so as the AS 3 FM CU could express its opinion with regard to new Dean's election period and in February 2018- no session of AS is going to be held.

**Conclusion:**

**AS 3 FM CU took Dean's information (presented by prof. Widimský) into account.**

**Ad 5) Vote per rollam – members of the Election Committee for the election of the deputies from 3 FM CU to AS CU and the election of the Chairwoman and Vice Chairman- Mgr. Vácha**

**In the vote per rollam held from 23/09 to 16/10 2017 were elected by the members of the Election Committee:**

a) academics:

MUDr. Eva Vaníčková, CSc.

MUDr. Lucie Hubičková Heringová, Ph.D.

MUDr. Iveta Matějovská, CSc.

Doc. RNDr. Anna Yamamotoová, CSc.

MUDr. Olga Jiroutová

MUDr. Eva Maňáková, Ph.D.

b) students:

Ondřej Vejdělek

Andrej Chudý

Vanda Schwarzová

Sao Mai Tranová

Adéla Kamenická

Markéta Šalandová

All the 2nd year students studying General medicine.

In group a) the Chair will be elected and in group b) Vice- Chairman of the Election Committee will be elected.

Each Committee has to have 3 members and 3 deputies. The activity of particular members will be coordinated by the Chairman ( Vice- Chairman).

**Vote: 26, 0, 6.**

**Resolution:**

**Academic Senate 3 FM CU approves the proposed candidates of the partial Election Committee for the election of deputies to AS CU for the election period 1/02 2018 to 31/01 2021.**

**Real vote today: 21, 0, 0.**

**Ad 6) Information about the preparation of the election to AS CU – completion of the Election Committee – Mgr. Vácha**

Mgr. Vácha informed the senators about the preparation of the election: proposal of the candidates, their approval of disapproval with their candidacy, elaboration and publication of the candidates lists, preparation of the votes, approval of the composition of the partial Election

Committee by volunteers (both academics and students). Election of the Chairwoman and Vice Chairman of the partial Election Committee and registrar of the election.

**Academic Senate 3 FM CU took this information into account.**

**Completion of the Election Committee** by RNDr. Jitka Riedlová, MUDr. Hubičková Heringová was elected the Chairwoman of the Election Committee and Ondřej Vejdělek was elected the Vice Chairman, Ing. Ludmila Sádecká a registrar.

**Resolution:**

**Academic Senate 3 FM CU approves the completion of the Election Committee by RNDr. Jitka Riedlová Chairwoman of the Election Committee MUDr. Lucie Hubičková Heringová, the Vice Chairmain Ondřej Vejdělek and the registrar Ing. Ludmila Sádecká.**

**Vote: 21, 0, 0.**

**Ad 7) Opinion of Academic Senates of faculties of medicines in the Czech Republic on the proposal of the Ministry of Health about study programmes “traditional Chinese Medicine Therapist“ and „Chinese Medicine Specialist“ - Mgr. Vácha**

Mgr. Vácha presented information from the meeting of the chairmen of Academic Senates of Czech faculties of medicine in the Czech republic and Slovakia, focused mainly on the Order of the Ministry of Health Czech Republic on proposed study programmes “Traditional Chinese Medicine Specialist”. He mentioned the resolutions approved by some faculties of medicine.

More details in the appendix of these minutes.

Furthermore, the election on the following **resolution** was held.

**Academic Senate of 3 FM CU in Prague is persuaded that to build up a university programme on the concept which conflicts with the current stage of scientific knowledge is not only against the spirit of the law about Czech universities, but also against its grammar presentation of particular resolutions. According to §46 on universities, the masters programme is oriented on the acquirement of theoretical and practical knowledge based on the current stage of scientific knowledge, research and development. The emphasis on current scientific knowledge is put also on the structure of professionally oriented bachelor´s programmes. Current standards for accreditation of university in Gov. Order No. 274/2016 Coll., unequivocally mention that the contents of bachelor´s programmes originate from the application of current knowledge and research methods in particular spheres of education. The programme suggested by the Order of Ministry of health cannot simply pass the accreditation by National Accreditation Agency.**

**Vote : 16, 1, 4.**

**Mgr. Vácha will inform academic senates of other faculties of medicine in the Czech Republic and Slovakia.**

**Miscellaneous:**

- prof. Widimský invited senators for the event. held on November 23rd 2017, invitations were sent to them,
- prof. Widimský informed senators about the inauguration held on February 1st 2018 in Karolinum. Thanks will be expressed to the Dean prof. MUDr. Anděl for all his activities in his election period.

**Next session of the Academic Senate of 3 FM CU will be held on Tuesday, December 12th 2017 at 1430 in prof. Radana Königová Hall.**

Mgr. et Mgr. Marek Vácha, Ph.D., v.r.  
Chairman of AS 3 FM CU

Written down by: Sádecká

14/ 11/2017

Checked by: Mgr. Vácha, doc. MUDr. Votava, David Lauer

**Minutes of the 9<sup>th</sup> Senate Session of the Third Faculty of Medicine that took place on December 12<sup>th</sup>, 2017, in the Session Room of Radana Königova, room No. 223**

Attendee: according to the attendance list

Excused: according to the attendance list

**Session Agenda:**

- 1) Opening – Mr. Vácha
- 2) Agenda approval and appointment of the scrutineers
- 3) Checking the minutes from November 14<sup>th</sup>, 2017
- 4) Information from the Dean
- 5) Distribution of the financial incomes from the previous years –  
Ing. Mužíková
- 6) Awarding scholarships based on excellent study results – MUDr. Marx
- 7) Information from Prof. MUDr. Mořovská from the AS CU
- 8) Miscellaneous – Invitation for the Christmas concert

**Ad 1) Opening**

The session was opened by the Chairman of the AS, Mgr. Vácha, who greeted the senators and guests.

**21 senators were present at the opening, the AS was eligible to make decisions.**

**Ad2) Approval of the session agenda, assigning the scrutineers**

The proposed program was approved. There were no objections, or no further suggestions.

**Conclusion:**

**The AS 3FM CU approved the program of the session.**

The scrutineers elected were: student Jakub Fuksa,  
academic – Doc. MUDr. Trnka

**Ad 3) Checking of the minutes from November 14<sup>th</sup>, 2017**

Mgr. Vácha brought up the important issues from the session held on November 14<sup>th</sup>, 2017, especially the following: the approval of the Election Committee for the AS CU, congratulations to the elected representatives of the 3FM in the AS CU – Metoděj Renza, Tomáš Sychra, prof. MUDr. Zuzana Mořovská and MUDr. Martin Havrda.

Another issue discussed in the previous session was the view of the 3FM CU concerning introduction of Chinese medicine lectures within the study programs.

The Chairman, Mgr. Vácha, reminded the present of the introduction ceremony of the new Dean, Prof. MUDr. Widimský, and expressed gratitude for the work of the previous Dean, Prof. MUDr. Anděl. The ceremony will be held in Carolinum, on February 1<sup>st</sup>, 2018.

**Conclusion:**

**The minutes from November 14<sup>th</sup>, 2017 were approved by tacit consent.**

**Ad 4) Information from the Dean**

- the study program organised in Karlovy Vary – all processes and standards have to comply with the Faculty Regulations, we accommodated the requirements of the representatives of the Carlsbad region and supported the teaching of the physiotherapy study program in the region. As the CU is engaged in the program which will help the region, it is necessary that it will comply with all the principles of the 3FM,
- financial issues – the 3FM wants to keep a balanced budget,
- further negotiations with the representatives of the Carlsbad region will be led by Prof. MUDr. Widimský,
- the Dean will transfer gradually his duties, detailed information and other matters to the new Dean,
- the Ambassador of Israel visited the 3FM on December 11<sup>th</sup>, 2017, and opened the exhibition of our student, Ben Eben. Afterwards, he met with our Israeli students, and promised to support the Czech- Israeli agreement of mutual cooperation,
- the faculty Christmas concert – he cordially invited all the students and the faculty staff to attend the concert that is to be held in the Church of St. John of Nepomuk, at Hradčany, Prague 1, on December 20<sup>th</sup>, 2017. The Collegium Strahoviense will perform Czech Christmas Mass by J.J. Ryba,
- congratulations to all representatives of 3FM elected to the AS CU.

There was no discussion.

**The candidate for the Dean Prof. Widimský** informed about the current situation concerning opening the parallel bachelor study program of Physiotherapy. This group of students is supposed to attend most of the classes in Carlsbad, within the agreement of cooperation between 3FM CU and the statutory town of Carlsbad. The program will start in the school year 2018-19. This matter was discussed in the Collegium of Dean, by the Scientific Council and with the Vice-Rector CU Prof. Hála in the last 3 weeks, and above all at a meeting of the MŠMT and the town representatives at the Ministry on December 1<sup>st</sup>, 2017. The faculty leaders insist on the position which was previously agreed on by the AS CU (9.5.2017) and the Scientific Council (2.3.2017), i.e. to guarantee the professional and staff organisation of the program, supposing the teaching facilities, equipment and further additional cost will be covered by the town of Carlsbad.

**Conclusion:**

**The AS 3FM CU approved of the procedure concerning the teaching program with no comments.**

**Ad 5) Distribution of financial incomes from the previous years – Ing. Mužíková**

The considered material had been sent to the Senators ahead of the session via e-mail. CU has the legal entity as a unit, and the finances are dealt with in complex in relation to the state as a financial summary of all faculties.

The CU provided us with the sum of 2 million CZK and we are supposed to decide how to distribute these funds.

Proposal – the financial funds will be forwarded to a reserve fund, from which can be further distributed to the following:

- a) FRM
- b) Benefit Fund
- c) Operational fund.

- based on article 15 of “a Reserve Fund”

1. The sources of a reserve fund are:

- a) an allocation from a financial outcome assigned for distribution,
- b) a transfer from funds quoted in articles: 17, 19 and 22,

2. A reserve fund can be:

- a) used to compensate a loss from the previous accounting periods, transferred to three other funds.

Discussion: none

**Conclusion:**

**The AS 3FM CU in the compliance with article 10, paragraph 1, letter b) Status of 3FM, approves of the proposed distribution of financial incomes from the previous years with no objection.**

**Vote: 21, 0, 0.**

#### **Ad 6) Awarding scholarships to students with excellent study results – MUDr. Marx**

The considered material had been sent to the Senators ahead of the session via e-mail.

In compliance with the article 4, paragraph 4 of the Scholarship Code of the CU and the Regulations of awarding scholarships of the 3FM CU, the Dean of the faculty assigns a sum of a scholarship and the AS approves of it. The proposal is based on the rules of the Scholarship Code of CU and a current amount in the faculty fund.

MUDr. Marx presented the matter, there had been an increase in the fund, at least 10% of students in each study program should be awarded, the sum of a scholarship is regulated by 10.000-50.000 of CZK. The material contains proposal of an increase for students with the average mark 1.00 within the assigned study programs in order to raise their scholarships to 15.000, for the others 13.000 CZK.

Discussion: Kantorová, Marx, the Dean

- awarding scholarships in the 2<sup>nd</sup> year of general medicine is based only on one mark which includes more exams,
- there is no other way as it would not comply with the Scholarship Code,
- the Dean: this big exam in the 2<sup>nd</sup> year shows the excellent students, there is no need to add more marks,
- the Scholarship Code of the CU is equal to the faculty.

**Conclusion:**

**The AS 3FM CU in the compliance with article 4, paragraph 4, of Scholarship Code of 3FM approves the Dean's proposal for awarding the scholarships for excellent study results in the academic year 2016/2017, for students with the average mark 1.00 the sum is 15.000 CZK, and for other students within the limit 13.000 CZK.**

**Vote: 20, 0, 1.**

**Ad 7) News from the AS CU – Prof. MUDr. Moťovská**

Prof. MUDr. Moťovská thanked for the trust which was given to her by the votes for the next election period.

A great issue currently discussed in the AS CU is finances, specifically the distribution of funds and grants to particular faculties is in charge of the Economic Committee which will hold a meeting on December 12<sup>th</sup>, 2017 at 16:30.

Overall, the funds assigned to our faculty should not be lower than previously, an estimated amount of 110% of the last year funds.

Provided that faculties will not use up all the funds, then those funds will be transferred to other faculties.

MUDr. Moťovská mentioned that there is not an efficient flow of information between our faculty and the CU, we will have to better point out to our work, then we will be able to claim further funds.

She also promised to work on improving the communication, and to inform the AS 3FM CU about all essential matters discussed in the AS CU so the Senators will have a chance to raise objections.

Discussion: Marx, the Dean, Moťovská, Sychra, Widimský, Polák

Prof. Moťovská has no ambition to be a candidate for the Chairman of the AS CU.

the Dean – the members of the AS, the teachers of the medical faculties, will require an overview of the distribution of financial funds for the CU – the medical faculties pay to the CU, financial funds are then redistributed to all faculties.

The sums are not insignificant, especially from 1FM CU. The requirement for transparency of the funds distributed, with regard to how much comes from the Ministry of Finance, how much is kept for maintaining the RUK, and how much is distributed to the individual programs.

The Dean of 1MF CU, Prof. Šedo, required the information – we also would like to see how the medical faculties participate in the financial contribution and how the money is distributed.

The Rector is in charge of distribution of finances, and presents the proposal to the AS CU. The financial contribution of the medical faculties is proportionally greater than from other faculties.

Sychra – the problem was dealt with at the session of the AS CU, the Senators will receive the minutes of the session.

Widimský – an interesting fact is that the amount of contribution for the medical faculties to the RUK had increased in the last 2 years. The financial cost of the RUK had grown as well. Solidarity is right, but there has to be transparency concerning the distribution of funds.

Polák – if the scholarships for PGS students had been raised.

Moťovská – she will inform the faculty leaders and the AS 3FM about the process and its conclusion.



**Ad 13) Miscellaneous**

An invitation for the Christmas Concert – as mentioned in the section Information from the Dean.

Mgr. Vácha and the Dean, Prof. Anděl, and the Vice-Chairman student David Lauer thanked all the members of the AS 3FM CU for their cooperation and wished them happy holidays, and a lot of luck, success and first of all health in the New Year.

**Next session of the AS 3FM CU will be held at the session room of Radana Königova, no. 223, on Tuesday, January 16<sup>th</sup>, 2018, at 2.30 p.m.**

Mgr.et Mgr. Marek Vácha, Ph.D. a.p.  
Chairman of AS 3FM CU

**Minutes taken down by:**

Ing. Sádecká  
December 14<sup>th</sup>, 2017

Edited by:

Doc. MUDr. Votava, Mgr. Vácha, David Lauer

**Ref. 7/8 - 46/2016 - 2019 3rd LF CU**

**Minutes of the 10th regular session of the Academic Senate of the 3rd Medical Faculty of Charles University, held on January 16, 2018 at 2:30 pm in the prof. Radana Königová conference hall, at the Dean's Office.**

**Program:**

- 1. Opening**
- 2. Approval of the program, determination of scrutineers**
- 3. Checking the minutes of 12 December 2017**
- 4. Dean's information**
- 5. Proposal for the composition of the Scientific Council - prof. Widimsky**
- 6. Proposal for the composition of the Dean's Collegium - prof. Widimsky**
- 7. Updating Dean's Directive No. 14/2006 - basic scholarships for students of doctoral studies and their increase - prof. MUDr. Šlamberová**
- 8. Resolutions of the Academic Senate of the First Faculty of Medicine - financial flows within the CU - Tomáš Sychra., Metoděj Renza, Mgr. Vácha**
- 9. News from AS CU - prof. Mořovská**

**Miscellaneous**

Invitation for the inauguration of the new Dean of the 3rd Faculty of Philosophy, Charles University, prof. MUDr. Widimsky - Karolinum  
February 1, 2018, associated with the thanks of the current Dean prof. Anděl

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### **Ad 1) Opening**

The meeting was opened by Mgr. Vácha. There were 25 Senators present, the Senate was a quadrant capable.

### **Ad 2) Program Approval, Scrutineers Designation**

The program will be supplemented by point No. 6 - composition of the Dean's Collegium - prof. Widimsky

To the submitted program, including its addition to point 6, none of the senators made a comment or a request for further replenishment.

**Conclusion:**

**AS 3FM CU approved the agenda of today's meeting.**

The investigators were designed: for the students: Daniel Dus  
for the academic community: doc. MUDr. František Duška

### **Ad 3) Checking the Minutes of December 12, 2017**

Mgr. Vacha recalled the negotiating points of 12 December 2017 - in particular:

- a report on the Bachelor's degree in Physiotherapy in Karlovy Vary,
- Breakdown of past profit

- internal rules on scholarships for outstanding learning outcomes.  
None of the senators had any comments on the minutes of December 12, 2017.

**Conclusion:**

**The minutes of 12 December were approved by tacit approval.**

**Ad 4) Dean's information**

prof. Anděl submitted to the senators a report on his activities that was sent to them in advance by e-mail. He spoke about the taking over by Prof. Widimsky and a visit to the Rector's Office.

As stated in his report, he failed to obtain the necessary legal requirements for the purchase of land in the premises of FNKV and SZÚ in order to realize the intention of constructing buildings for the extension of the faculty premises.

prof. Widimsky has some ideas how to implement this intention and will try to realize it.

**Conclusion:**

**AS 3FM CU takes dean's information into account.**

**Ad 5) Proposal for the composition of the Scientific Council - prof.**

**Widimsky**

Chairman of the Scientific Council of the 3rd Faculty of Medicine Charles University, MUDr. Widimsky informed senators that there are basically no changes to the internal members compared to the previous composition of the Scientific Council of the 3rd Faculty of Medicine, one member is proposed more (46 in total), there are 30 internal members and 16 external members proposed

In addition, 6 honorary members of the Scientific Council of the 3rd Medical Faculty of Charles University are proposed.

There was no discussion on the proposed members.

The commission has been approved to make the election as follows:

Chairman: MUDr. Hajer, members: doc. MUDr. Rambousková, Daniel Dus

**Vote: 22, 0, 1.**

**Resolution:**

**AS 3 MF CU approves, in accordance with Article 10, paragraph 1 (f) of the Status of the 3rd Faculty of Medicine, the proposed members of the Scientific Council of the 3rd Medical Faculty of Charles University.**

**In a secret ballot, proposed members received the following number of votes:**

**A) Internal members (n = 30)**

**prof. MUDr. Petr Widimsky, DrSc.**

**Dean - President of the Scientific Council**

<b>Prof. MUDr. Věra Adámková, Ph.D.</b> Professor of the First Faculty of Medicine, Member of the Parliament of the Czech Republic	15, 11, 1	elected
<b>prof. MUDr. Michal Anděl, CSc.</b> Vice-Dean, Head of the Departments of Internal Medicine	27, 0, 0	elected
<b>prof. MUDr. Petr Arenberger, DrSc.</b>	27, 0, 0	elected

Head of the Department of Dermatovenerology		
<b>doc. MUDr. Alexander Čelko, CSc.</b> guarantor of the study program, Head of the Institute of Epidemiology and Biostatistics	27, 0, 0	elected
<b>doc. MUDr. František Duška, PhD.</b> Vice-Dean, Head of the Department of Anaesthesiology and Resuscitation	27, 0, 0	elected
<b>doc. MUDr. Jaroslav Feyereisl, CSc.</b> Director of the Mother and Child Care Institute in Prague	27, 0, 0	elected
<b>doc. MUDr. Miloslav Franěk, Ph.D.</b> Associate Professor at the Institute of Normal, Pathological and Clinical Physiology	27, 0, 0	elected
<b>doc. MUDr. Robert Grill, Ph.D., MHA</b> Head of the Department of Urology , Director of the Královské Vinohrady Teaching Hospital	27, 0, 0	elected
<b>prof. MUDr. Robert Gürlich, CSc.</b> Head of the Department of Surgery	27, 0, 0	elected
<b>prof. MUDr. Pavel Haninec, CSc.</b> Head of the Department of Neurosurgery	26, 0, 1	elected
<b>prof. MUDr. Petr Havránek, CSc.</b> Head of the Department of Pediatric Surgery and Traumatology	27, 0, 0	elected
<b>prof. MUDr. Cyril Höschl, DrSc.</b> Head of the Department of Psychiatry and Medical Psychology, Director of the National Institute of Mental Health	27, 0, 0	elected
<b>prof. MUDr. Antonín Jabor, CSc.</b> Professor, Institute of Laboratory Diagnostics	27, 0, 0	elected
<b>prof. MUDr. Tomáš Kozák, Ph.D.</b> Head of the Department of Internal Hematology	27, 0, 0	elected
<b>prof. MUDr. Martin Krbec, CSc.</b> Head of the Department of Orthopedics and Traumatology	26, 1, 0	elected
<b>prof. MUDr. Valér Džupa, CSc.</b> Vice-Dean, Professor of the Department of Orthopedics and Traumatology	27, 0, 0	elected
<b>Doc. MUDr. Radoslav Matěj, PhD.</b> Associate Professor at the Institute of Pathology	26, 1, 0	elected
<b>doc. MUDr. Jan Novák, Ph.D.</b> Associate Professor at the Institute of Immunology	26, 0, 1	elected
<b>doc. MUDr. Jan Polák, Ph.D.</b> Vice-Dean, Head of the Institute for the Study of Obesity and Diabetes	26, 0, 1	elected
<b>prof. MUDr. LCUáš Rob, CSc.</b> Head of the Department of Obstetrics and Gynecology	27, 0, 0	elected
<b>prof. MUDr. Jozef Rosina, Ph.D., MBA</b> Head of the Institute of Medical Biophysics and Medical Informatics	22, 3, 2	elected
<b>prof. MUDr. Ivan Rychlík, CSc.</b> Head of the 1st Department of Internal Medicine	27, 0, 0	elected
<b>doc. MUDr. Bohuslav Svoboda, CSc.</b> Head of the Gynecology Clinic of the 3rd Medical Faculty CU and the Central Military Hospital	27, 0, 0	elected
<b>prof. MUDr. Romana Šlamberová, Ph.D.</b>	26, 1, 0	elected

Vice-Dean, Head of the Institute of Normal, Pathological and Clinical Physiology		
<b>prof. MUDr. Ivana Štětkařová, CSc.</b> Head of the Department of Neurology	26, 1, 0	elected
<b>doc. MUDr. Petr Toušek, Ph.D.</b> Associate Professor at the 3rd Department of Internal Medicine-Cardiology, UNCE coordinator	26, 0, 1	elected
<b>doc. MUDr. Jan Trnka, Ph.D.</b> Head of Department of Biochemistry, Cellular and Molecular Biology	25, 2, 0	elected
<b>doc. RNDr. Ing. Petr Tůma, Ph.D.</b> Associate Professor of the Department of Biochemistry, Cellular and Molecular Biology	27, 0, 0	elected
<b>doc. MUDr. Felix Votava, Ph.D.</b> Study program supervisor, Head of Department of Pediatrics and Adolescent Medicine	27, 0, 0	elected

### **B) External members (n = 16)**

<b>Doc. MUDr. Zdeněk Beneš, CSc.</b> director of Thomayer Hospital	27, 0, 0	elected
<b>prof. MUDr. Pavel Červinka, Ph.D.,</b> Head of the Department of Cardiology of UJEP, Ústí n. Labem	27, 0, 0	elected
<b>doc. RNDr. Ladislav Dušek, Ph.D.</b> Director of the Institute of Biostatistics and Analyses of Masaryk University	27, 0, 0	elected
<b>doc. MUDr. Edvard Ehler, CSc.</b> Associate Professor of Neurology at the Faculty of Health Studies University of Pardubice	27, 0, 0	elected
<b>MUDr. Aleš Herman, Ph.D., MBA</b> Director of the Institute of Clinical and Experimental Medicine	27, 0, 0	elected
<b>prim. MUDr. Emílie Niedobová</b> Head of the Department of Internal Medicine at Hospital in Kolín	27, 0, 0	elected
<b>MUDr. Rostislav Polášek</b> Head of the Department of Cardiology, Regional Hospital Liberec	27, 0, 0	elected
<b>Prof. ing. Karel Rais, CSc., MBA</b> Rector Emeritus of Brno University of Technology, Member of the Parliament of the Czech Republic.	27, 0, 0	elected
<b>MUDr. Zuzana Roithová, MBA</b> Chair of the Board of Directors of the South Bohemian Hospital Holding, a.s.	27, 0, 0	elected
<b>prof. MUDr. Martin Sameš, CSc.</b> Head of the Department of Neurosurgery at the Faculty of Health Studies, UJEP Ústí n. L	27, 0, 0	elected
<b>Ing. Jitka Sosnovcová</b> director of the State Health Institute in Prague	26, 1, 0	elected
<b>doc. MUDr. Jiří Stehlík, CSc.</b> Head of the Department of Orthopedics at České Budějovice Hospital	27, 0, 0	elected
<b>Prof. Ing. Michael Šebek, CSc.</b> Head of the Department of Control Engineering FEL ČVUT	27, 0, 0	elected

<b>MUDr. Vladimír Valenta, Ph.D.</b> Director of the Regional Hygiene Station in Liberec	27, 0, 0	elected
<b>prof. MUDr. Ladislav Vyklický, DrSc.</b> Deputy Director of the Institute of Physiology of the Academy of Sciences of the Czech Republic	27, 0, 0	elected
<b>MUDr. Marek Zeman, MBA</b> Head Physician of Vinohrady Outpatient Facilities, s.r.o.	12, 13, 2	<b>not elected</b>

### C) Honorary members

<b>prof. MUDr. Bohuslav Ošťádal, DrSc.</b> Professor of the Institute of Physiology, Academy of Sciences of the Czech Republic	27, 0, 0	elected
<b>prof. MUDr. Milena Černá, DrSc.</b> Professor of the Department of Hygiene.	27, 0, 0	elected
<b>doc. MUDr. Marek Bednář, CSc.</b> Associate Professor of the Department of Laboratory Diagnostics	27, 0, 0	elected
<b>prof. MUDr. Václav Mandys, CSc.</b> Professor of the Department of Pathology	27, 0, 0	elected
<b>prof. RNDr. Eva Samcová, CSc.</b> Professor of the Dpt. of Biochemistry, Cellular and Molecular Biology	27, 0, 0	elected
<b>prof. MUDr. Richard Rokyta, DrSc.</b> Professor of the Dpt. of Normal, Pathological and Clinical Physiology	27, 0, 0	elected

### **Ad 6) Proposal for the composition of the Dean's Collegium - prof. Widimsky**

Prof. MUDr. Widimsky introduced the proposed vice-deans to the senators and outlined their activity and responsibility

All Senators have received a proposal in advance by email.

Mgr. Vácha stated that the new composition of the Dean's Collegium will affect the composition of the Academic Senate of the 3rd Faculty of Medicine at the Pedagogical Chamber. doc. MUDr. Duška, doc. MUDr. Polak and prof. MUDr. Džupa end as senators. Membership in the Academic Senate of the 3rd Medical Faculty of the Charles University will be offered to MUDr. Havrda, doc. MUDr. SCUop and MUDr. Dáňová.

Doc. MUDr. Duška handed over the resignation letter to the chairman Mgr. Vacha. Mgr. Vácha thanked to doc. MUDr. Duška for his work in the Academic Senate of the 3rd Faculty of Medicine.

### Members of Dean's Collegium 2018-2022

Dean	<b>Prof. MUDr. Petr Widimský, DrSc.</b>	
proděkan pro studium a výčUu	<b>MUDr. David Marx, PhD.</b>	Full responsibility for study and teaching in Master's and Bachelor's

		programs, incl. social affairs of students.
Vice-Dean for the Support and Evaluation of Research	<b>Doc. MUDr. František Duška, PhD.</b>	Institutional and grant funding for science, logistic support for science, evaluation of scientific work
Vice-Dean for Postgraduate Studies and Student Research Activities	<b>Prof. MUDr. Romana Šlamberová, PhD.</b>	Doctoral study (all programs) and student scientific work
Vice-Dean for Academic Career Development	<b>Prof. MUDr. Valér Džupa, CSc.</b>	Preparation of documents for habilitation and appointment procedures and for accreditation of faculty for these procedures
Vice-Dean for Specialized Training and Development	<b>Doc. MUDr. Pavel Dlouhý, PhD.</b>	Specialized education of doctors (agenda of accreditation, professional councils, etc.), development of faculty (spatial and material).
Vice-Dean for External Relations	<b>Doc. MUDr. Monika Arenbergerová, PhD.</b>	Promotion of the faculty (press releases, media, web, etc.), computer science in general (including internal information), relationships with healthcare facilities, graduates (alumni), social affairs of employees.
Vice-Dean for Foreign Affairs and International Mobility	<b>Doc. MUDr. Jan Polák, PhD.</b>	The International Cooperation Agreements, the international travel of the members of the academic community, the field of international academic mobility, especially the international exchange of students under the Erasmus program,
Vice-Dean for Academic Traditions and Ethics	<b>Prof. MUDr. Michal Anděl, CSc.</b>	Preservation and cultivation of academic traditions, help of the dean at ceremonial academic ceremonies, ethics of scientific work at the faculty, faculty awards for merit staff of the faculty. Publications dedicated to important personalities of 3rd Faculty of Medicine.
Secretary of the Faculty	<b>ex officio: JUDr. Zdeňka Mužíková</b>	
Chair of Academic Senate 3FM CU	<b>ex officio: Mgr. Marek Vácha, PhD.</b>	
Vice-Chair of Academic Senate 3FM CU - Member of the Student Chamber	<b>ex officio: David Lauer</b>	

**Resolution:**

**AS 3. LF CU in accordance with Article 10, paragraph 3, (b) and Article 10 (4) of the Statute 3FM CU takes into account the Dean's proposal for the appointment of new Vice-Deans and the composition of the Dean's Collegium.**

**Ad 7) Updating Dean's Directive No. 14/2006 - Basic Scholarships for Students of Doctoral Studies and their Increasing - prof. MUDr. Šlamberová**

There was a change in the scholarship rules, our directive relied on the old scholarship order. By updating the directive, we partially increase scholarships by the amount of funding that is to be used in the scholarship fund.

An increase in scholarships for doctoral students is possible for the publication and for the examination, but the increase is limited by the regulation mentioned in the directive.

Discussion: was not

**Conclusion:**

**The Academic Senate of the 3rd Faculty of Medicine takes note of the material "Basic scholarships for students of doctoral study and their increase".**

**Ad 8) Resolutions of the Academic Senate of the First Faculty of Medicine - financial flows within the CU - Tomáš Sychra., Methodius Renza, Mgr. Vácha**

Our student representatives in the Academic Senate CU, for which the resolution was submitted, proposed to delay the support of the resolution of the AS 1FM CU of 4 December 2017 due to factual discrepancies in the resolution, as well as presenting the problem by the representative of the First Faculty of Medicine at the Economic Commission of the CU. We agree the topic AS 1FM CU points out is problematic.

*The Academic Senate of the 1st Medical Faculty of Charles University points out that while there is an increasing demand for graduates of medical faculties contributions to the activities of medical faculties are still relatively decreasing within the budget of Charles University.*

*The Academic Senate of the 1st Medical Faculty of Charles University calls for open negotiations at the level of the Rector's Collegium, the Economic Commission of the Academic Senate CU and the Academic Senate of the Charles University about the principles of the distribution of funds at Charles University since 2018 and their straightening and transparency.*

*Other Academic Senates of Medical Faculties are also asked to support this activity.*



According to the information of our student representatives in AS CU, the Economic Commission is already dealing with it. It is on the agenda today (16 January 2018) when the negotiations and a long round table debate should start.

The Academic Senate of the CU is also dealing with, or will act, as the Economic Commission falls under the Academic Senate of the CU, the Senators have access to all the material of the Economic Commission.

Negotiating the principles of redistributing funds of the CU 2018 for 2018 is irrelevant, as it has already been agreed, it is necessary to focus on 2019.

According to the telephone message of the secretary of AS 1FM CU, the support was given by the 2FM CU.

Discussion: Duška, Renza, Sychra, Džupa, Dean, Widimský, Trnka

- all faculties that make a profit, not just medical ones, should participate on solidarity
- Principles of reallocation of funds to the CU are available,
- the state determines the conditions for the individual fields of study according to the needs of the state, so it is possible for the faculties of medicine to have more funds from the state, but the CU also generates from these funds redistribution within faculties (humanities etc. that are subsidized for all universities).

**Resolution:**

**AS 3. LF CU expresses support for the revision and transparency of the principles of redistribution of subsidies for the year 2019 at the Economic Committee of AS CU. Representatives of the 3rd Faculty of Medicine are informed about the situation and will represent the interests of the university and other faculties.**

Vote: 21, 0, 0.

**Ad 9) News from AS CU - prof. Mořovská**

prof. Mořovská, had to leave the meeting early; she will Talk to this topic at the next meeting of the Academic Senate of the 3rd Faculty of Medicine.

**Miscellaneous**

1. Invitation for inauguration of the new Dean of 3rd Faculty of Medicine, Karolinum on February 1, 2018

2. The word of the Dean

By occupying the new Dean's College there will be changes in the pedagogical chamber of the Academic Senate of the 3rd Faculty of Medicine, but the basis of the Senate remains, including his ideas.

The Dean thanked all senators for the cooperation and friendly atmosphere at meetings.

He also wished all senators all the best, a lot of health, good luck; to the new dean prof. Widimský he wished the same friendly atmosphere and cooperation as he had experienced.

Mgr. Vacha thanked the Dean for the two electoral periods when he was a Dean at the faculty, for a friendly atmosphere, nice interpersonal relationships, and for the positive perception of the faculty by the public as well as the staff and students of the faculty

Mgr. Vacha invited senators and present guests to the inauguration of the new Dean of the 3rd Faculty of Medicine, together with the thanks to the current dean - Karolinum, 1 February 2018, 4:30 pm.

**The next meeting of the Academic Senate of the 3rd Faculty of Medicine will take place on Tuesday, March 13, 2018 at 2:30 pm in the prof. Radana Königová meeting room.**

Mgr. et Mgr. Marek Vácha, Ph.D.  
Chairman of the AS 3 rd Faculty of Medicine

Minutes taken by: Sádecká

Proofreading: Mgr. Vácha, doc. MUDr. Votava, David Lauer, Tomáš Sychra, Metoděj Renza  
20 January 2018

**Minutes of the 11<sup>th</sup> Senate Session of the Third Faculty of Medicine that took place on March 13<sup>th</sup> in the Session Room of Radana Königova, room No. 223, at 14:30**

Attendee: according to the attendance list

Excused: according to the attendance list

**Session Agenda:**

1. Opening – Mr. Vácha
2. Agenda approval and appointment of the scrutineers
3. Checking the minutes from January 16<sup>th</sup>, 2018
4. Information from the Dean
5. Election of Prof. MUDr. Ošťádal to become a regular member of the Scientific Council of the 3FM CU – Mgr. Vácha
6. Report on the faculty finances in the year 2017 – Ing. Mužíková
7. Proposal to introduce a new postgraduate study program “Cardiovascular Sciences”
8. Miscellaneous – Invitation to the faculty ball held on March 16<sup>th</sup>, 2018

**Ad 1) Opening**

The session was opened by the Chairman of the AS, Mgr. Vácha.

**23 senators were present at the opening, the AS was eligible to make decisions.**

**Ad2) Approval of the session agenda, assigning the scrutineers**

Based on the request of the Dean, Prof. Widimský, there was another issue added to the today's session program as point no. 7 – Proposal for a new postgraduate study program “Cardiovascular Sciences” about which the Senators had been informed ahead of the session via-email.

There was no discussion.

Conclusion:

**The programme of the session, including the newly added point no. 7, was approved by tacit consent.**

The scrutineers elected were: doc. MUDr. Toušek, student Jakub Slezák

### **Ad 3) Checking of the minutes from January 16<sup>th</sup>, 2018**

Mgr. Vácha brought up the important issues from the session on January 16<sup>th</sup> 2018 – in particular:

- election of regular and honorary members of the Scientific Council of 3FM CU,
- introduction of new personal structure of members of the Collegium of the Dean, including assignment of their competence.

There were no objections or suggestions made concerning the record of the minutes from January 16<sup>th</sup>, 2018.

**The minutes from January 16<sup>th</sup>, 2018 were approved by tacit consent.**

### **Ad 4) Information from the Dean**

- active talks of the Association of Deans of Medical Schools in order to raise the support for schools of medicine. The Association is registered as a society with the elected chairman, that is Prof. MUDr. Šedo. Negotiations with the Minister of Health, with the Deputy of Minister of Education, Youth and Sports and Mr. Chancellor. The Association was given a public promise by the Minister of Health that the government has been designing 10-year program intended to finance the medical schools;
- the Vice-Deans, regular and honorary members of the Scientific Council of 3FM CU were assigned;
- introduction of new internal salary regulations of CU – the regulations do not include the possibility to pay an extra salary; the faculty new policy has been to increase salaries of the employees with more than 0.5 of a position, a new system has been prepared in order to enable to pay more benefits to the employees based on their supervisors' evaluation; the system will be transparent and publicly announced;
- there are many OPVVV project being negotiated – projects concerning the teaching simulation, a project to improve the culture of teaching and working environment (incl. furniture, teaching aids, etc.) and others;
- based on the agreement with the director of the FNKV there had been announced a competitive tendering to assign a new Head of the Stomatology Clinic, which will be held within the following weeks, and

- another competitive tendering for a new Head of the Institute of Pathology;
- there had been assigned members of the faculty committees, the last committee waiting to be completed is the committee for the ethics and the committee for ethics of academic work;
  - the new Dean continues in his initiative to visit one by one all workplaces, the goal of such time-consuming task is to meet the employees, as well as to be informed about the results of work of individual departments and to learn about environment of their work;
  - the current situation suggests that only about half of all the workplaces conduct research to a minimum extent, or none of the research has any international impact; in regard of the new methodology prepared by the CU intended to evaluate the scientific work, it will be necessary to improve such trend in order to be competitive and gain respective financial means for the faculty;
  - the check has been conducted concerning an effective use of the more expensive equipment (over 1 mil. CZK);
  - an amendment of the Study regulations for post-graduate students have been published – the post-graduate students will obtain higher scholarships.

Discussion:

Renza – whether the amendment is also concerning students of the combined form of the post-graduate program,

The Dean – the amendment changes the existing regulations only at one point which is the minimum amount of the scholarship money which is 10.500,- CZK. He has not been informed that it would include the combined program students.

#### **Ad 5) Election of Prof. MUDr. Ošťádal to become a regular member of the Scientific Council of the 3FM CU**

A committee was elected for a secret voting, composed of: MUDr. Bernášková – the Chairperson, members: MUDr. Toušek and student Renza.

**Vote: 25, 0, 0.**

After the vote was administered and the count of the ballots conducted, the chairperson announced the result of voting.

There were 25 senators present at the voting, 25 ballots were issued, and there were 25 valid ballots submitted with 25 votes for Prof. MUDr. Ošťádal to be elected a regular member of the Scientific Council of 3FM CU.

**Conclusion:**

**AS 3FM CU in the compliance with article 10, paragraph 1, letter f), of Faculty Status aproves Prof. MUDr. Ošťádal to be a regular member of the Scientific Council of 3FM CU.**

**Discussion: none.**

**Vote: 25, 0, 0.**

**Ad6) Report on the faculty finances in the year 2017 – Ing. Mužíková**

Ing. Mužíková presented to the senators the Report on the Faculty Finances in 2017 ahead of the time. The individual sections describe progress of the basic economic categories. The finances in 2017 ended in balance, the profit shown (1.729.000,- CZK) reached 0.4% of the annual turnover, value of the property grown by 6%, to 445 milion CZK. The average employee salary was 48.665,- CZK, which shows 7% growth. In the conclusion, there was mentioned construction work accomplished in the course of the previous year.

After commenting on the report, Ing. Mužíková presented charts demonstating the development of the faculty within the 14 years when she had been working in the position of the Secretary of the faculty:

a) The progress of the basic economic categories – turnover of the faculty had grown almost three times, it never showed a loss, the fastest growing expense had been salary cost (30%), the highest profit growth had been from the tuition paid by foreign students (468%). The value of property reflecting the acquisition price grown 2.55 times, the short-term financial property 7.67 times.

b) The average month salary had grown between the years 2003 and 2017 by 30.000,-CZK. In the same period, the average salary in the Czech Republic had grown by 13.000,- CZK.

c) The qualification structure of the employees – the number of personnel during the observed period had risen by 146 (23%), respectively in the categories of professors and docents by 49 personnel (57%).

There was no discussion.

**Conclusion:**

**In compliance with the article 10, paragraph 1, letter d) of the Status of 3FM, the AS 3FM CU approved the Report on the Faculty Finances in 2017 presented by Ing. Mužíková with no objections.**

**Vote: 25, 0, 0.**

### **Ad7) Proposal for a new program of the post-graduate study called “Cardiovascular Sciences“**

The Dean, Prof. MUDr. Widimský, informed the senators about negotiations at the CU attended by Prof. MUDr. Šlamberová.

The Dean discussed his intention to open a new program „Cardiovascular Sciences” with the experts at the CU, also out of the university, as well as with the deans of other medical faculties and the Rector. Our faculty nominated 5 academic personnel for the professional council (Prof. MUDr. Widimský, Prof. MUDr. Mořovská, Doc. MUDr. Toušek, Doc. MUDr. Osmančík a Prof. MUDr. Gregor).

The existing proceedings resulted in this proposal, there are negotiations being in process at the other four faculties of medicine, after those have been completed the faculty will issue a final statement.

Based on the preliminary negotiations, the 1<sup>st</sup> and 2<sup>nd</sup> medical faculties are planning to join, the Medical Faculty in Hradec Králové and the Medical Faculty in Plzeň are only about to start negotiations.

The representatives of IKEM hospital have also been offered to join the program.

Discussion:

Havrda – likes the idea of the proposed program.

**Conclusion:**

**The AS 3FM CU in the compliance with the article 10, paragraph 3, letter a) of the Status of 3FM approved the proposal of a study program “Cardiovascular Sciences.“**

**Vote: 25, 0, 0.**

### **Ad 13) Miscellaneous**

– Sychra – information from the AS CU:

- 1) the AS CU approved the partial change of the scholarship regulations at their session on March 2<sup>nd</sup>, 2018. The minimum post-graduate scholarship was appointed at 10.500,- CZK, the maximum at 25.000,- CZK. The difference would be compensated since January 1<sup>st</sup>, 2018.

- 2) the AS CU approved the proposal of the purchase contract for the gene sequencer for the National Center of Medical Genomics which will be available for use by all the faculties.

**Lauer** – the initiative of other schools to support the DAMU appeal and to express an attitude towards disrespecting the Czech Constitution by the President Zeman, concerning an appointment of the prosecuted Ing. Babiš to become the Prime Minister. There will be a silent protest held in front of the faculty building on Thursday, at 12:00, for half an hour, the work of the clinics must not be interrupted.

**Havrda** – the strike is organised in a cultivated manner, not in charlatan, the faculty will be enlisted on its website.

**Kantorová** – an invitation to the faculty ball held at the National House in Vinohrady, on Friday, March 16<sup>th</sup>, 2018, at 19:00. There will be a raffle with prizes and plenty of other entertainment.

**Next session of the AS 3FM CU will be held at the session room of Radana Königova, no. 223, on April 10<sup>th</sup>, 2018, at 14:30.**

Mgr. et Mgr. Marek Vácha, Ph.D. a.p.  
Chairman of AS 3FM CU

**Minutes taken down by:**

Ing. Sádecká  
March 14<sup>th</sup>, 2018

Edited by:

The Dean, Ing. Mužíková, Doc. MUDr. Votava, Mgr. Vácha, David Lauer and Tomáš Sychra



3rd LF UK

Minutes of the 12th regular session of the Academic Senate of the 3rd Faculty of Medicine of Charles University, held on April 10, 2018 at 2.30 pm in the prof. Radana Königová conference room, at the Dean's Office, No. 223.

**Program:**

1. Opening
2. Approval of the program, determination of scrutineers
3. Checking the minutes of 13 March 2018
4. Dean's information
5. Design of DSP for Cardiovascular Science for discussion - prof. MUDr. Widimsky

**Miscellaneous**

**Ad 1) Opening**

The meeting was opened by Mgr. Vácha. There were 23 senators present, the Senate was a quorum capable.

**Ad 2) Program Approval, Scrutineers Designation**

The program will be expanded by the points in the paragraph different.

Discussion: was not

**Conclusion:**

AS 3 FM CU approved the supplemented agenda by tacit approval.

**The scrutineers were appointed:** the student chamber: Fuksa,  
for pedagogical chamber: MUDr. Hajer

**Ad 3) Checking of the Minutes of March 13, 2018**

Mgr. Vacha recalled the agenda of March 13, 2018 - in particular:

- election of a member of the Scientific Council of the 3rd Faculty of Medicine of Charles University, prof. MUDr. Ošťádala, DrSc.,
- information on the Faculty's management in 2017,
- expressing support for the study program "Cardiovascular Sciences".

None of the senators raised any comments to the minutes of March 13, 2018.

**Conclusion:**

**The Minutes of March 13, 2018 were approved by tacit approval.**

**Ad 4) Dean's information**

- Meeting of the Dean's Association with the Minister of Health concerning the financing of medical faculties. The Minister has all the necessary material to this issue that he is supporting and will initiate negotiations with the MŠMT.

- a new salary policy at the faculty due to the impossibility to pay more than twelve salaries a year - the way of compensation for employees (1 to 2 times a year) was repeatedly discussed at the Dean's Board (for teaching, research, salaries for the employees of the Dean's office).

- OPVVV projects are continuing - the most important is the project of the simulation center, which was originally planned in building X; however, it does not meet the construction requirements and would require construction modifications. the existing premises of the Faculty are being considered like the registry department; for the relocation of the registry suitable rooms are being searched also in external objects.

- the second project is "furniture" - the equipment of classrooms and the support of the study environment - the project concerns the whole University, a number of classrooms should be equipped; MUDr. Arenberger and MUDr. Marx are responsible.

- a selection procedure for the position of the head of the Department of Stomatology took place, MUDr. Borovec, who was the only applicant was designated for the position;

- a selection procedure for the position of head of the Institute of Medical Biophysics and Medical Informatics took place, prof. MUDr. Jozef Rosina, who was the only applicant was appointed,

- a selection procedure for the position of Head of the Department of Pathology has been announced

- a selection procedure will be announced for the function of the Radiotherapeutic and Oncology Department

- the appointment of faculty committees - all committees have been appointed, have started work, the dean intends to participate in the meetings of all working groups within the Committee for Education

- prof. MUDr. Šlamberová leads a newly established Committee for PhD studies, the Dean participated in the proceedings,

- Dean visited all departments, institutes and clinical departments, got acquainted with the employees and working conditions, was interested in the scope of the provided teaching and conducting scientific activities, found great differences in the efficiency

between the workplaces, given the evaluation (also financial) less effective institutions and clinics will have to be addressed

- the first concrete proposal is being elaborated; in the final form will be submitted to AS 3th Faculty of Medicine at the next meeting; it concerns a change of the names of two departments while preserving the positions of the heads (the proposal is for renaming the Institute of Normal, Pathological and Clinical Physiology to the Institute of Physiology and Institute of Obesity and Diabetes will be renamed as the Institute of Pathophysiology,

- at the meeting of the Scientific Council of the 3rd Faculty of Medicine of the Charles University, proposals for accreditation for habilitation and nomination procedure will be submitted for fields of medicine that have not yet been accredited at the faculty - gynecology and obstetrics (the department meets the requirements after team of Prof. MUDr Robo and his colleagues joined in); field of ENT (Prof. MUDr. Astl, doc. MUDr. Chovanec ) and cardiology (Prof. Dr. Widimsky, Prof. MUDr. Gregor, Prof. MUDr.Mořovská)

- the Faculty's budget can not be finalized as the faculty has not received the final figures from the UK, it will be presented presumably at the May meeting of AS 3FM CU; the financial subsidy should be about 8 million CZK higher than in the previous year,

- extension of the accreditation of the general nurse specialization - will be dealt in "Miscellaneous".

Discussion: was not

**Conclusion:**

**AS 3FM CU takes note of dean's information.**

**Ad 5) Proposal of DSP Cardiovascular Science for discussion - prof. MUDr. Widimsky**

The project has so far been confirmed by LF Plzeň and the 3rd Faculty of Medicine. The participation of the 2 nd LF UK is also likely.

The Doctoral Degree Program of Cardiovascular Sciences exists at many prestigious European universities (eg Oxford, Cambridge, Erasmus University, etc.); it is an internationally recognized type of doctoral program.

When this doctoral degree program is accepted, which has the support of the Rector, it will be possible to enter into negotiations with foreign universities, thereby enhancing the international dimension of our research.

The Rector is suggested to become a member of the board (biochemist).

Discussion: Sychra, Dean

Why did the First Faculty of Medicine not join

Dean of the 1st Faculty of Medicine, Charles University, prof. MUDr. Šedo prefers to keep biomedicine unchanged and is not interested in extending the program outside biomedicine at their faculty. Just because of the negative attitude of part of preclinical workers in the Biomedicine Coordination Council it is likely that the new DSP will be outside this KR - within the new platform "Medicine, pharmacy and health".

Dean of the 3rd Faculty of Medicine would prefer a new doctoral study program within the Biomedicine Coordination Council; negotiations will continue - according to information from the Rector's Board the Doctoral study program may exist in both platforms (KR) at the same time.

**Resolution:**

**The Academic Senate of the 3rd Faculty of Medicine, in accordance with Article 10, paragraph 3, a) agrees with the introduction of a new doctoral study program "Cardiovascular Sciences".**

**Vote: 26, 0, 0.**

**Miscellaneous:**

**Ad 1) extension of the accreditation of general nurse PhDr. Svobodová, MUDr. Marx**

- the accreditation of the general nursing program is expiring; by the beginning of May application for extension of accreditation should be submitted. Due to changes in qualification requirements, the number and quality of the candidates to the program decreased. In accordance with the CU Accreditation Regulations, decision about this issue is made by the Scientific Council 3FM CU upon prior discussions in the Academic Senate of the faculty.

Discussion:

Havrda: Specifies that the interest in daytime study in the field persists, the interest in the combined form of study is declining.

**The AS notes without a vote.**

**Ad 2) the use of plastic dishes at the faculty - "Global Problem of Massive Pollution by Plastic Waste".**

Doc. Trnka submitted a draft resolution:

AS 3FM CU is aware of the increasing problem of plastic pollution and therefore asks the Dean of the 3rd Faculty of Medicine to implement a regulation prohibiting the use of disposable plastic dishes, cutlery and cups in the faculty snack bar and during events

taking place in the faculty premises. At the same time, AS 3FM CU asks the Dean of the 3rd Faculty of Medicine to elaborate a strategy for reducing the amount of plastic waste at the Faculty.

Doc. MUDr. Trnka justified this proposal with the amount of plastic waste produced mainly in the snack bar, the poor efficiency of recycling and the dramatically negative effects of plastic pollution on the global environment.

**Discussion:**

Doc. MUDr. Dlouhý, doc. MUDr. Trnka, prof. MUDr. Anděl, MUDr. Havrda, Doc. MUDr. Novák, prof. MUDr. Rychlík, Lauer, Sychra, Šubrtová

- in the snack bar that is not a small snack kiosk but currently main dishes are served there, to replace plastic dishes is not feasible without major construction work
- the premises are leased, it would have to be negotiated with the leaseholder, it is not easy to change the terms in the contraction, it is not possible just order and prohibit the use of plastic dishes
- stop using plastic dishes at smaller meetings and gradually expand this trend,
- plastics are more harmful when using for hot meals, they release more harmful substances,
- the issue of green medicine has become popular around the world since 2010, the faculty should join this trend (Netherlands is at the top- all faculties are involved);
- the solution is not bringing your own cutlery, etc.,
- consider whether the use of water with dishwashing detergents will not do more harm, it should be calculated
- students perceive problems, it is necessary to recycle everything that is recyclable, dishes from the snack bar are not recyclable,
- student Ondřej Vejdělek will present students a film about pollution,
- students might have financial difficulties to cover their events if plastic dishes are banned

Trnka:

- tenants are in our premises, they have to follow our rules, it would be a mistake to say that it is not possible,
- it is not the approval of a regulation, I am submitting a proposal – the faculty should make it clear that it perceives it as a problem
  
- dishes (such as glasses) do not have to be bought for each event, so it may be cheaper than disposable dishes
- The snack bar can handle this change, it is a big company, it can use, for example, washable, paper or other dishes, or lend washable dishes for a small fee.

**Based on the proposed resolution, the Academic Senate of the 3rd Faculty of Medicine voted on the following wording:**

**Resolution:**

**AS 3FM CU is aware of the increasing problem of plastic pollution and therefore asks the Dean of the 3rd Faculty of Medicine to elaborate a strategy for reducing the amount of plastic waste at the 3rd Faculty of Medicine and implementation of this plan.**

Vote: 25, 0, 0.

**Ad 3) Information from AS CU - Sychra**

- The CU budget was approved, it is slightly unfavorable to us, but assumed. Last month a round table debates took place with the participation of our representatives prof. MUDr. Mořovská and Tomáš Sychra, also the rector, the quaestor and the chancellor were present. The roundtable comments were prepared in a new form of principles and will be discussed at the next meeting of the Economic Commission of the AS CU on April 18, 2018 at 4 pm at the Blue Lounge in Carolinum - Round Table "Principles II". All senators of AS 3rd Faculty of Medicine are invited to the discussion,
- An extraordinary financial contribution was approved for the construction of the Albertov campus and the completion of the campus in Hradec Králové (MEFARED 2),
- Assessment of the teaching - the faculty evaluates in a non-uniform way, in the return of the evaluation it is in the lower half of the faculties, but the method of evaluation is well elaborated.
- An amendment to the Rector's Decision No. 57/2017 "Principles for providing support to students' interest activities" was approved.

-

Discussion: was not

**Ad 4) Invitation to the Steamboat**

Lauer - on May 15, 2018 at 19.00, the theme is "the world of the film".

**Ad 5) Vinohrady Charity Run**

Lauer - 17. 5. 2018, everyone is invited, the route will be almost the same as last year, slight changes will only occur in the hospital area, admission voluntary, the raised money will be allocated to Itibo Hospital in Kenya; the three fastest competitors from each clinic or institute and then the fastest clinic or institute will be announced.

**Ad 6) Running With Those That Can't**

PhDr. Svobodová - thanks to everyone who took part and arranged a half-marathon experience for the disabled children and their parents. It is good that the event continues even after the founders graduated from the faculty.

**Ad 7) Suggestions for Possible Changes and Improvements in the Teaching of**

**Surgical Propedeutics at the Clinic of Plastic Surgery - doc. MUDr. Sukop**

The head of the clinic turned to the students to express (beyond the evaluation) what they find important and what they lack, what they would like to devote more time to during practical and theoretical lessons. The newly acquired resources in the OPVVV project - the creation of a laboratory for practical teaching and training in plastic surgery and burning medicine could contribute significantly in the following years to improving practical skills, not only in compulsory education.

**The next session of the Academic Senate of the 3rd Faculty of Medicine will be held on Tuesday, May 15, 2018 at 2:30 pm in the prof. Radana Königová session room.**

Mgr. et Mgr. Marek Vácha, Ph.D.  
Chairman of the AS 3FM CU

Minutes taken by: Sádecká

Edited by: Dean, Mgr. Vácha, doc. MUDr. Votava, David Lauer, Tomáš Sychra, doc. MUDr. Sukop, doc. MUDr. Trnka  
12 April 2018

**Minutes of the 13<sup>th</sup> Senate Session of Third Faculty of Medicine CU that took place on May 15th 2018 in the Session Room of Radana Königová, room No. 223 at 1430**

Attendee: according to the attendance list

Excused: according to the attendance list

**Session Agenda:**

1. Opening
2. Agenda approval and appointment of the scrutineers
3. Checking the minutes from April 10th, 2018
4. Information from the Dean
5. Budget proposal for the year 2018– JUDr. Mužíková
6. Evaluation of classes in winter semester 2017/ 2018 – MUDr. Marx
7. Establishment of a Master study programme of Intensive Care at 3FM CU Doc. MUDr. Duška
8. Accreditation of a new Bachelor study programme Nutritional Therapist -doc. MUDr. Rambousková
9. Margaret Bertrand Award 2017- doc. MUDr. Patočková, doc. MUDr. Provazníková
10. New Dean's Regulation modifying the scholarship in doctoral programme- prof. MUDr. Šlamberová
11. Cancellation of Social Committee of AS 3FM CU  
Miscellaneous

**Ad 1) Opening**

The session was opened by Mgr. Vácha. **24 senators were present, Senate was eligible to make decisions.**

**Ad2) Approval of the session agenda, assigning the scrutineers**

The proposed programme was approved, the senators had received it ahead of the session via e-mail. There were no objections or no further suggestions.

The scrutineers elected were: **Doc. MUDr. Toušek, student Michenka**

**Conclusion:**

**The programme of the session was approved by tacit consent.**

Mgr. Vácha brought up the important items of the session held on April 10th 2018, mainly:

- Cardiovascular sciences
- Prolongation of the accreditation of the specialty General Nursing
- Use of plastic dishes at the faculty.



**Ad 3) Checking the minutes from April 10th, 2018**

**The minutes from April 10th, 2018 were approved by tacit consent.**

There were no objections or suggestions made.

**Conclusion:**

**The minutes from April 10th, 2018 were approved by tacit consent.**

**Ad 4) Information from the Dean**

The Dean could not participate at the session of the AS 3 FM CU due to the meeting of the Deans of faculties of medicine with the Prime Minister of the CR.

**Ad 5) Budget proposal for the year 2018 – JUDr. Mužíková**

JUDr. Mužíková presented the Dean's opinion on budget proposal.

Information on the course of the project "Building up and equipment of the Centre of Theory and Practice of Education in Medical and Non-medical Specialties" (Simulation Centre). With respect to the fact that the suggested public contract exceeds 20 million CZK, sales agreement will be presented at the following session of the AS of 3 FM CU and will require consent by Board of Governors of CU. Those who are interested to learn details on the project may check it at the Secretary before the date of the session of AS 3 FM CU. The aim is to maintain the date of the consultation before the meeting of the AS CU, as it will be sent there later on and Board of Governors of CU should pass it.

The following session of AS 3 FM CU – the item 37 million CZK, the Secretary asked the senators to attend the consultation. The attitude of AS 3 FM CU can support the decision process of AS CU.

Discussion:

Doc. MUDr. Sukop mentioned the fact that according to evaluations students enjoy being at operating theatres. Money for the operating theatre clothes present ca 50 CZK per a student, preparation for the operation costs about 100 CZK per a student. The faculty could obtain the money from a programme so that the faculty need not to cover these costs from its own budget.

**Resolution:**

**AS 3 FM CU in accordance with Art.10, Para. 1, c) Statutes of 3 FM CU approves the proposal of the faculty budget for the year 2018 without objections.**

Vote: 24, 0, 0.

**Ad 6) Evaluation of classes for winter semester 2017/ 2018 – MUDr. Marx**

Presented by MUDr. Fontana – changes of the evaluation system – guarantors can see all evaluated academics. Comments on evaluations in particular years of study.

The number of submitted evaluation forms has slightly decreased.

Conditions for publication of results on the web pages.

Models of evaluations from CU– three models

Discussion:

MUDr. Hugo, doc. MUDr. Votava, MUDr. Fontana

A student can refuse to evaluate, if he or she changes their mind, they can evaluate any time later.

**Resolution:**

**1) AS 3 FM CU discussed the report on evaluation results for winter semester of the academic year 2017/2018 and suggests to present the results for academics and guarantors in the electronic application after registration in CAS.**

Vote: 23, 0, 0.

**Resolution:**

**2) AS 3 FM CU supports technical measures (announcements in electronic applications) to promote the compliance in the terms of announcements and students' questions - whether they wish or do not wish to fill in the semester evaluation of classes.**

Vote: 21, 0, 2.

**Ad 7) Establishment of Master study programme of the Intensive Care at 3 FM CU - Doc. MUDr. Duška, PhDr. Svobodová**

Doc. MUDr. Duška with the senator PhDr. Svobodová presented the intention to accredit the Master programme of the Intensive Care at the faculty. It is a specialized programme for nurses – specialists in intensive care units and resuscitation departments.

Intensive care has rapidly developed and the paradigm of the relationship doctor-nurse changes into a real partnership, the Master's programme deserves to be accredited at our faculty.

Classes will be held mainly at the Department of Anaesthesiology and Resuscitation in cooperation with the Institute of Nursing. Practice and classes at other departments will present a minimum burden. Study plan has been prepared to suit all the requirements for accreditation, at the same time it emphasizes the practical application of the obtained knowledge: most of the subjects are ended by a clear competence obtained during the study and can be used in nursing practice. A plan also contains simulation and practical -including technical- – e.g. cannulation and non- technical skills.

The real intent including the budget (senators obtained it via email) had been discussed and passed by the Dean's Committee of 3 FM CU, accreditation document had been informally discussed at the Rector's Office with the approval of prof. Wildová. Synopsis of the accreditation was enclosed and a detailed document containing annotations of particular teachers and subjects could have been seen at the meeting.

Discussion: none

**Conclusion:**

**AS 3 FM CU in accordance with the Statutes of 3 FM CU, Art. 10, Para 3, Letter a) does not have any objections to the accreditation of the Master's programme of the Intensive Care at 3 FM CU.**

**Ad 8) Accreditation of Bachelor's programme Nutritional Therapist – daily full-time programme- doc. MUDr. Rambousková -**

Doc. MUDr. Rambousková (subject guarantor) and doc. MUDr. Dlouhý presented the intention to establish the new Bachelor's study programme which has been planned for the academic year 2019/2020.

Expected number of students in one year is 25, in practical classes and alimentary subjects, cooperation with the Faculty of Agrobiography, Food and Natural Resources of CULS is planned.

The aim of the study has been presented alongside with a brief annotation of the study programme and a possibility of their realisation, characteristics of study specialty and the length of planned students practice .

Discussion: none

**Conclusion:**

**AS 3 FM CU in accordance with Statutes of 3 FM CU, Art. 10, Para. 3, Letter a) does not have any objections to the establishment of the Master's study programme Nutritional Therapist at 3 FM CU.**

**Ad 9) Margaret Bertrand Award for the year 2017 – doc. MUDr.Patočková, doc. MUDr. Provazníková**

Doc. MUDr. Provazníková – a member of Board of Governors of the endowment fund „Student“, which controls Margaret Bertrand Award

In May 1991 Margaret Bertrand, a Canadian English lecturer founded this prestigious award for the best medical student with a capital stock of 1, 000 USD. Academics and faculty co-workers contribute to this fund. Every year the best 6<sup>th</sup> year student is awarded this prize and they receive the money from the interests. The award depends on the current capital.

Conditions for the award:

- . study score during the whole study up to 1.2,
- . extra school activities thanks to them a student contributed to good faculty reputation.

**Till the last year the award was 10, 000 CZK. Endowment fund decided to increase it to 20,000 CZK.**

Endowment fund „Student“ should help students who are in urgent need or in any kind of troublesome financial situation.

Students introduced themselves:

**Pavla POKORNÁ, Jiří BARTOŠ, Patrik ŠTĚPÁNEK and Tomáš ZUMER.**

Materials (CVs and information on extra school activities) were sent to senators by email in advance so that they can have all the information about the nominees in advance.

**AS 3 FM CU nominated a three member committee which evaluates the results of a secret vote.**

**These academics were elected: MUDr. Bernášková – Chairwoman, MUDr. Dáňová, MUDr. Patzelt.**

22 ballots were distributed. A secret vote was held, The Chairwoman MUDr. Bernášková announced the results.

All the submitted ballots were valid.

**Tomáš Zumer was awarded Margaret Bertrand Prize for the year 2017 - 13 votes**

2<sup>nd</sup> prize Patrik Štěpánek 5 votes

3<sup>rd</sup> prize Jiří Bartoš 3 votes

4<sup>th</sup> prize Pavla Pokorná 1 vote

**Ad 10) New Dean's Directive modifying the scholarship for postgraduate students – prof. MUDr. Šlamberová**

AS 3 FM CU obtained the amendment No.1 of Dean's Provisions changing the scholarship for postgraduate students in full time form at 3 FM CU.

At present the minimum scholarship is 10, 500 CZK. Dean's Committee has decided to change it for 11,000 CZK from the academic year 2018/2019, it is necessary to modify the directives.

Dean's Directive 1/2018 regulating the scholarship in doctoral programme at 3 FM CU in accordance with Scholarship Regulations Art. 12 Para 2 and Regulations on the Scholarship Distribution at 3 FM CU Art. 7 Para. 2, changes in the following way:

**„In the first, second, and third year of study, possibly in the fourth year in full- time form of study, the monthly scholarship is 11.000 CZK.”**

Later on, changes of the Regulations for the Scholarship Distribution will follow. The aim of these changes is to motivate students for publication activities and long term internship abroad.

Discussion: doc. MUDr. Trnka, doc. MUDr. Sukop, prof. MUDr. Šlamberová,  
doc. MUDr. Duška

doc. MUDr. Trnka: Would it be paid back to from the beginning of the year?

prof. MUDr. Šlamberová: Would it be changed from a new academic year?

doc. MUDr. Sukop: Can it be higher?

prof. MUDr. Šlamberová: Any increase must be performed as a whole, the aim is to motivate good students.

doc. MUDr. Duška, doc. MUDr. Trnka

Students cannot devote to their study due to this low income.

Prof. MUDr. Šlamberová: They work part or full time.

**Resolution:**

**AS 3 FM CU approves the proposed scholarship 11,000 CZK for post graduate students in accordance with Art. 10, Para. 1, Letter c) Statutes of 3 FM CU**

Vote: 21, 0, 0.

**11. Cancellation of Social Committee at 3 FM CU – David Lauer**

Social Committee was founded by AS 3 FM CU based on the original internal regulation „Rules for Scholarship Distribution at 3 FM CU from April 8<sup>th</sup> . Their task was to discuss the applications and prepare them for the presentation in Dean's Committee.

According to new Regulations, the assessment of an application is not required. The applications are submitted directly to the Dean's Committee.

Discussion: none

**Resolution:**

**AC 3 FM CU in accordance with Art. 19, Para. 2 Statutes of 3 FM CU cancels the Social Committee of As 3 FM CU.**

Vote - 21, 0, 0.

**Miscellaneous:**

1. prof. MUDr. Šlamberová invites everybody for Scientific Conference with the lecture delivered by the Dean Emeritus prof. MUDr. Anděl and prof. MUDr. Machala. The conference will be held on 22/05/18
2. Senator Michenka invites everybody for “the Steamboat”, today at 7 pm Rašínovo nábřeží, return back at about midnight, costume party topic : film characters.

**Next session of the Academic Senate 3FM CU will be held on Tuesday 12/06 2018 from 1430 in Radana Königová Hall.**

Mgr. et Mgr. Marek Vácha, Ph.D.  
Chairman AS 3. LF UK

Edited by: Mgr. Vácha, Doc. MUDr. Votava, Lauer  
Authors of the items discussed: prof. MUDr. Šlamberová, doc. MUDr. Duška,  
doc. MUDr. Rambousková, JUDr. Mužíková, MUDr. Fontana.  
20/05/18 Ing. Sádecká

**Minutes of the 14<sup>th</sup> Senate Session of the Third Faculty of Medicine that took place on June 12<sup>th</sup> in the Session Room of Radana Königova, room No. 223, at 14:30**

Attendee: according to the attendance list

Excused: according to the attendance list

**Session Agenda:**

1. Opening
2. Agenda approval and appointment of the scrutineers
3. Checking the minutes from May 15<sup>th</sup>, 2018
4. Information from the Dean
5. Proposal to rename the Institute for Study of Obesity and Diabetes into Institute of Pathophysiology of 3FM, and the Institute of General, Clinical and Pathological Physiology into Institute of Physiology of 3FM from July 1, 2018 – Prof. MUDr. Widimský
6. Establishing and providing the equipment for the Center of theory and practice of education in medical and non-medical specialisations – Doc. MUDr. Dlouhý
7. Change of rules for awarding the scholarships at the 3FM CU  
– post-graduate students – Prof. MUDr. Šlamberová
8. Handling emergency matters during the summer vacation – Mgr. Vácha
9. Miscellaneous

**Ad 1) Opening**

**21 senators were present at the opening, the AS was eligible to make decisions.**

**Ad2) Approval of the session agenda, assigning the scrutineers**

There were no objections or no further suggestions from the senators concerning the session.

Conclusion:

**The programme of the session was approved by tacit consent.**

The scrutineers elected were: Doc. MUDr. Trnka, student Alžběta Kantorová

### **Ad 3) Checking of the minutes from May 15<sup>th</sup>, 2018**

Mgr. Vácha brought up the important issues from the session on May 15<sup>th</sup> 2018, in particular:

- budget proposal for 2018
- evaluation of teaching for the winter semester 2017-2018
- introduction of continuing master's program "Intensive Care" at 3FM
- proposal for accreditation of a new bachelor's program "Nutrition Therapist" - a regular full-time program
- Margaret Bertrand Prize awarded to the student Tomáš Zumer
- new Dean's order dealing with the sum of scholarships for post-graduate students
- proposal to dismiss the Social Committee of the AS 3FM CU.
- 

There were no objections or suggestions made concerning the record of the minutes from May 15<sup>th</sup>, 2018.

**The minutes from May 15<sup>th</sup>, 2018 were approved by tacit consent.**

### **Ad 4) Information from the Dean**

- senators received the material "100 Days of Protection is over" ( a report on faculty representatives' work in the period from February 2<sup>nd</sup> – May 31<sup>st</sup>, 2018);
- information about Dean's visits to the faculty institutes and facilities,
- changes in post-graduate and bachelor's programs;
- Students' Scientific Conference and students' free time activities;
- new faces leading clinics – Clinic of Stomatology: MUDr. Jiří Borkovec, Institute of Pathology: Doc. MUDr. Radoslav Matěj, PhD., Clinic of Radiotherapy and Oncology – Doc. MUDr. Renata Soumarová, PhD.;
- new internal salary regulations of CU – from January 1<sup>st</sup>, 2018, it eliminates paying extra salary. Therefore, the employees were given pay rise of 10%, and extra benefits will be paid in June – the amount will be proposed by the Heads of institutes and clinics, the secretary (for the Dean's office) and the Dean (for the Heads and Vice-Deans) will propose the distribution of the benefits;
- Association of Deans' of Medical Faculties – the chairman elected is Prof. MUDr. Šedo – the Deans' active approach should lead to obtaining more financial means for medical faculties from the state. The Minister of health and education arranged a meeting with the Prime Minister at the Government Office on May 15<sup>th</sup>, 2018. The Prime Minister promised a subsidy of 135 mil. CZK for medical faculties in this year, and supported creation of 10-year financial plan to increase the number of students accepted for the programs taught in Czech language, which includes the

necessity to expand teaching facilities, hire additional staff and make other investments;

- European grant programs – we are implementing the grants received within the OPVTV, in total amount more than 100 mil. CZK, both in the field of excellent research, teaching, education and international mobility. These programs include: project ESF (modernization of teaching of pre-clinical disciplines, accreditation of bachelor's program Nutrition Therapist), and projects ERDF (investments). The project „Nábyteček“ is a complex project targeting improvement of environment for students – new equipment for 27 classrooms and facilities for self-study. At the moment, the competitive tendering is taking place for the equipment. It also includes the reconstruction and new equipment for the facilities for teaching pre-clinical subjects, creating a unique simulation center and experimental dietary kitchen;
- awarding the faculty staff – proposing employees especially for years-long contribution (the coordinator is Doc. MUDr. Arenbergerová – area of employees, Prof. MUDr. Šlamberová – area of students);
- international cooperation: we are working on being included in new inter-universities network 4EU (Charles University, Sorbonne, Heidelberg, Warsaw)
- Club of Faculty Graduates – a new website was created. There is a great interest to register – about 280 graduates registered in the first week, and the number seems to be growing.

Discussion: none.

**The information from the Dean were acknowledged by the AS 3FM CU.**

**Ad 5) Proposal to rename the Institute for study of obesity and diabetes into to Institute of Pathophysiology of 3FM, and the Institute of general, clinical and pathological physiology into Institute of Physiology of 3FM from July 1<sup>st</sup>, 2018**

The material with detailed explanation of the proposed changes was sent to all senators via e-mail. The intention was to create an institute called: Institute of Pathophysiology of 3FM CU by changing its current name of Institute for study of obesity and diabetes (ÚSOD), and another institute: Institute of Physiology, formerly the Institute of general, clinical and pathological physiology. The reason was to create balance between ÚSOD, and the pathological part of ÚNKPF concerning the area of scientific and grant production, and additionally the extent of work and providing teaching.



The Head of the Institute of Pathophysiology will be Doc. MUDr. Polák, his deputy MUDr. Bernášková, and the Head of the Institute of Physiology will be MUDr. Šlamberová.

Discussion: Doc. MUDr. Votava, the Dean, Doc. MUDr. Polák

- if the changes will interfere with teaching classes,
- if there will be changes concerning pre-clinical subjects taught in 4<sup>th</sup> year,
- the Dean answered that there will not be any changes in the schedule of 4<sup>th</sup> year, and Doc. MUDr. Polák offered additional extension and alterations in order to improve the quality of the classes.

### **Conclusion:**

**The AS 3FM CU acknowledged the introduced proposal of the Dean for renaming the Institutes by July 1<sup>st</sup>, 2018.**

### **Ad 6) Establishing and providing the equipment for the Center of theory and practice of education in medical and non-medical specialisations**

The intention to establish a simulation center was announced by Doc. MUDr. Dlouhý and JUDr. Mužíková. The simulation center will be a part of the project: “Establishing and providing equipment for the center of theory and practice of education in medical and non-medical specializations.“

The goal of the project and the acquired investment is to create a workplace focusing on preparation, implementation and evaluation of students' examinations, and at the same time on practice and development of didactic and presentation skills. Based on the extended professionally lead interactive and simulation teaching, the future graduates will have a chance to be presented with modern methods and latest findings in their chosen field of study, using the up-to-date means of modern teaching aids.

Such project is also aiming at improving the quality of equipment at 3FM CU, through the modernization of appliances, which complies with the long-term intention of the faculty – to equip the center with medical simulators, and audio and video recording technologies.

The project is financed from the operation program Science, Research and Education, 95% of the funds come from the OPVVV, 5% are from the faculty funds.

The Simulation Center will be located at the building of the Dean's office (existing Archive and common classroom of Biophysics and Nursing), and at the Clinics of Gynecology and Obstetrics at the same time.

JUDr. Mužíková mentioned that the budget of the faculty will be burdened by the participation of the faculty by 5% for the technical equipment – in the initial

phase of the project about 450.000 CZK. The proposed budget includes this sum.

**Discussion:**

MUDr. Havrda – what subjects will be regarded for the Simulation Center, and if the finance will be from only 3FM budget or the university budget.

JUDr. Mužíková answered that the 5% is from the 3FM budget.

Doc. MUDr. Duška – the simulation teaching is different from classical, the medical students will learn to communicate and to co-operate. Every such center requires a position of a technician who will be familiar with the equipment, connection and service. That means further financial cost.

The Center should be effectively occupied, small groups will participate at work, the time should be used up fully. General surgery, gynecology, nursing – the change of schedule will be needed.

MUDr. Patzelt – will there also be courses for post-graduate students?

Doc. MUDr. Duška – so far there is no proposed schedule of the Center

Renza – if the Center creation will be presented at the AS of CU

JUDr. Mužíková – the project of the Center should be presented at the AS CU.

**Conclusion:**

**The AS 3FM CU in the compliance with the article 10, paragraph 1, letter a) of the Status of 3FM approved the proposal of establishing and equipping the Center of theory and practice of education in medical and non-medical specialisations.**

**Vote: 21, 0, 0.**

**Ad7) Change of rules for awarding the scholarships at the 3FM CU – the post-graduate students**

The information about change of rules for awarding scholarships was sent to all senators ahead of the session by e-mail. They received both the complete original text with the changes marked, and the edited final version. The changes were initiated by the change of Scholarship regulations of CU and partially by changes in internal regulations of our faculty. At the same time, the faculty intention is to raise the scholarships for the post-graduate students in order to motivate them, and to support those who are the most active and most promising students.

Prof. MUDr. Šlamberová explained the changes done in the material.

**Discussion:**

Doc. MUDr. Trnka – to consider the possibility that the post-graduate students of theoretical specialisations will have a chance to secure a part-time position at

the faculty in order to obtain more financial means not only scholarships, as it is in the clinical fields.

Prof. MUDr. Šlamberová – would it be good for all students?

The Dean – will support all the theoretical institutes, by raising the salaries of assistants, as long as the faculty receives more funds, is willing to negotiate preferably individually.

**Conclusion:**

**The AS 3FM CU in the compliance with the article 10, paragraph 1, letter b) of the Status of 3FM approved the change of rules for awarding the scholarships at the 3FM CU.**

**Vote: 22, 0, 0.**

#### **Ad 8) Handling emergency matters during the summer vacation**

Mgr. Vácha brought up the necessity of assigning representatives of the AS 3FM CU for handling emergency matters during the summer months when there are no Senate sessions.

**Conclusion:**

**The AS 3FM CU acknowledged the introduced proposal of the Chairman assigning the Board of AS 3FM to deal with emergency matters during the summer holidays and the assigned representatives of the AS 3FM will report on the situation at the October session of the AS 3FM.**

**Vote: 22, 0, 0.**

#### **Ad 9) Miscellaneous**

The Chairman Vácha thanked all the senators for their work in the previous period, and gave to members of Collegium of Dean wine from Moravia as a gift.

**Next session of the AS 3FM CU will be held at the session room of Radana Königova, no. 223, on Tuesday, October 9<sup>th</sup>, 2018, at 14:30.**

Mgr. et Mgr. Marek Vácha, Ph.D. a.p.  
Chairman of AS 3FM CU

**Minutes taken down by:**

Ing. Sádecká

June 18<sup>th</sup>, 2018

Edited by:

The Dean, Doc. MUDr. Votava, Mgr. Vácha, David Lauer

**Minutes of the 15th regular session of the Academic Senate of the 3rd Faculty of Medicine of Charles University, held on October 9, 2018 at 2.30 pm in the conference room, prof. MUDr. Radana Königová at the Dean's Office, No. 223.**

**Program:**

- Ad 1) Opening
- Ad 2) Approval of the program, determination of scrutineers
- Ad 3) Checking the Minutes of 12 June 2018
- Ad 4) Dean's information
- Ad 5) Application for authorization to carry out a biochemistry study program a pathobiochemistry, biochemistry and pathobiochemistry within the institutional accreditation for education at the 3rd Medical Faculty of Charles University - result of voting per rollam - Mgr.Vácha
- Ad 6) Modified version of the Conditions of Admission Procedure at the 3rd Medical Faculty of Charles University - MUDr. Marx, the result of voting per rollam. Confirmation by the Academic Senate - Mgr. Vácha
- Ad 7) Proposal for the establishment of a joint workplace of 3rd Faculty of Medicine and TH - "Institute of Pathology and Molecular Medicine, 3FM CU" - prof. MUDr. Widimsky
- Ad 8) Proposal for the establishment of the Department of Pathology of the 3rd Faculty of Medicine - prof. MUDr. Widimsky
- Ad 9) Proposal for the establishment of a joint workplace with TH - "Department of Neurological of 3FM CU and TH" - prof. MUDr. Widimsky
- Ad 10) Proposal for the establishment of a joint workplace with TH - "Department of Internal Medicine of 3FM CU and TH" - prof. MUDr. Widimsky
- Ad 11) Proposal for the establishment of a joint workplace with TH - "Department of Urology, 3rd Faculty of Medicine, Charles University" - prof. MUDr. Widimsky
- Ad 12) Proposal to rename departments at Bulovka Hospital - prof. Widimsky
- Ad 13) Awarding of commemorative medals - prof. MUDr. Jupa
- Ad 14) Nomination of the Faculty Representative to the Council of Higher Education Institutions for the Term 2018 - 2020 - Mgr. Vácha (Josef Fontana, MD)
- Ad 15) Teaching physiotherapy in Karlovy Vary - Mgr. Vácha

Miscellaneous

Karlovy Vary - physiotherapy  
Beanie 2018

**Ad 1) Opening**

There were 21 senators, the Senate was a quorum.

**Ad 2) Program Approval, Scrutineers Designation**

The chairman of the Senate addressed the senators with the request to include in the agenda of today's meeting as:

**item 16) - proposal to appoint the new Head of the NIPH MUDr. Pavel Březovský, MBA as a member of SC 3FM CU instead of resigning Ing. Sonsnovcová, former head of the NIPH,**

**item 17) - shifting the term of effectiveness of the internal regulation "Rules for granting scholarships to the 3rd Faculty of Medicine"**

The Senators did not make any comments on the proposed program of today's session of the AS 3FM CU, and they agreed with the tacit approval.

Discussion: was not

Conclusion:

AS 3FM CU approved the proposed agenda, including added items 16 and 17 by tacit approval.

Scrutineers were appointed:

for the Pedagogical Chamber: Doc. MUDr. Jolana Rambousková, CSc.

for the student chamber: Jakub Slezák

### **Ad 3) Review of Minutes of June 12, 2018**

Mgr. Vácha recalled the agenda of the meeting of 12 June 2018.

Conclusion:

The Minutes of 12 June 2018 were approved by tacit approval.

### **Ad 4) Dean's information**

- Thanks to all the members of the Collegium, they met during the holidays, the Dean's Collegium works as a cohesive team,

- contribution of MŠMT for FM 2018, government program 2019 - 2020 (this year the faculty received CZK 17.1 million,

for the next year, the faculty was promised to get CZK 56 million - for the development of students' education in the Czech curriculum, the stabilization of salaries and raising of salaries for teachers in theoretical subjects,

- the strategy - in August, 24 new teachers were prepared mainly for theoretical fields, increase of salaries in theoretical fields, the aim is to attract young teachers.

### **New Heads of the Institutes and Departments**

- April 1, 2018 - MUDr. Jiří Borovec replaced doc. MUDr. Eva Gojišová -Department of Dentistry,

- June - doc. MUDr. Renata Soumarova became the Head of the Radiotherapeutic and Oncology Department (replaced Martina Kubecova MD, Ph.D.)

- since 1 September 2018 doc. MUDr. Radoslav Matěj, Ph.D. is the Head of the Institute of Pathology, currently undergoing professorship,

- PhDr. Petr Honč, Ph.D. became the head of the Institute of Languages - after doc. PhDr. Jana Přívratská, CSc.

- economics, finances, salaries - the wage and salary policy of the faculty,

- simulation center - OPVVV project, was submitted in 2017 - dr. Stern, MUDr. Marx, Ing. Kessler - resigned to further project management. The project was led by dr. Sýkora. However, after several days, dr. Sýkora resigned due to the condition of the project.

At present, we are trying to save the project, a crisis team was created - Dean, MUDr. Marx, doc. MUDr. Duška and secretary of the faculty JUDr. Mužíková make a new implementation team that will be lead by doc. MUDr. Duška,

- the study of physiotherapy in Karlovy Vary will not be started - only 41 applicants came for the entrance examination, only two of them met the requirements. For the next year, the admission procedure will not be announced, and the faculty's management believes it does not make sense for the third time, because the result may be similar. The attitude for the following years is being discussed;

- change in competencies of vice-deans - doc. MUDr. Polak takes over the responsibility for development and continues to be responsible for foreign affairs, doc. MUDr. Dlouhý will be a guarantor of specialized education,

- change in the Scientific Board of the 3rd Medical Faculty of Charles University - the former director of the National Institute of Public Health (NIPH) Ing. Sosnovcová resigned, she will be replaced by dr. Březovský, the new director of NIPH - see one of the agenda points today,

- the principles of financial support for research Donatio Facultatis Medicae Tertiae for PhD students - an effort to motivate young graduates of the faculty and to promote the beginning of the career of the most talented PhD students,

- Establishment of joint workplaces with Thomayer Hospital - see today's agenda,

- renaming the Department of Pneumology and Thoracic Surgery of the 3rd Faculty of Medicine of the Charles University and the Na Bulovce Hospital (NBH) to the Department of Pneumology of the 3rd FM CU and NBH, because the thoracic surgery is not performed there any more; the new name is more suited to the current agenda of the department,

- renaming of the Infectious, Parasitic and Tropical Diseases Department of the 3rd Faculty of Medicine of the Charles University and the NBH to the Department of Infectious Diseases of the 3rd Faculty of Medicine CU and NBH (parasitic and tropical diseases are included in the name of the Department of Infectious Diseases)

- thanks doc. MUDr. Arenbergerová for the management of the alumni meeting

- the dean informed about the fulfillment of the task from the spring session of the AS about the use of plastics at the faculty: at the meetings of the Collegium of the Dean and other faculty bodies the plastic containers are replaced; in the ground floor the plastics have already been completely replaced by recyclable dishes;

- Meeting in Tábor - 11 and 12 November 2018, senators are invited.

Conclusion:

AS 3FM UC took note of dean's information.

#### **Ad 5) Application for authorization to carry out a study program**

biochemistry and pathobiochemistry within the framework of institutional accreditation in the area of education at the 3rd Faculty of Medicine of Charles University - result of voting per rollam - Mgr. Vácha

14 June to 25 June 2018, was held the vote per rollam about following resolution:

"The Academic Senate of the 3rd Faculty of Medicine approves, in accordance with Article 10, paragraph 1, letter h) of Statute of 3FM CU, application for authorization to carry out the study program of biochemistry and pathobiochemistry within the institutional accreditation for education at the 3rd Faculty of Medicine.

Result of vote per rollam: 20, 1, 11.

The Academic Senate voted on Item 5): 25, 0, 1 (other senators came up after the start of the meeting).

#### **Ad 6) Modified version of the Conditions of Admission Procedure at the 3rd Faculty of Medicine - MUDr. Marx, per rollam vote result. Confirmation by the Academic Senate - Mgr. Vácha**

From 20 June to 26 June 2018, the per rollam method was used to vote on the following resolution:

**Academic Senate of the 3rd Faculty of Medicine, in accordance with the provisions of Section 27, 1, e) of Act No. 111/1998 Coll. on Higher Education Institutions, as amended, agrees with the Conditions for the admission procedure at the 3rd Faculty of Medicine for the academic year 2019/2020.**

**Result of voting per rollam: 25, 0, 7 senators did not vote.**

**The Academic Senate voted on Item 6): 26, 0, 0.**

#### **Ad 7) Proposal for the establishment of a joint workplace of 3rd Faculty of Medicine of Charles University and Thomayer Hospital (TH) - "Institute of Pathology and Molecular Medicine of 3FM CU and TH" - prof. MUDr. Widimsky**



**Concept of the Institute of Pathology and Molecular Medicine of the 3rd Faculty of Medicine and Thomayer Hospital was presented by doc. MUDr. Matěj.**

**Resolution:**

**The Academic Senate of the 3rd Medical Faculty agrees in accordance with Article 10, 1, a) of the Statute of 3FM CU, with the establishment of a joint workplace of the Institute of Pathology and Molecular Medicine of 3FM CU and TH.**

**Vote: 27, 0, 0.**

**Ad 8) Proposal for the establishment of the Department of Pathology 3FM CU - prof. MUDr. Widimsky**

**Conclusion:**

**The Academic Senate of the 3FM CU takes notice of the dean's information about the establishment of the Department of Pathology**

**Ad 9) Proposal to set up a joint workplace with TH - "Neurological Department of the 3rd Faculty of Medicine of the Charles University and TH" - prof. MUDr. Widimsky**

**Resolution:**

**The Academic Senate of the 3rd Medical Faculty agrees, in accordance with Section 10 (1) a) of Statute of the 3FM CU, with the establishment of a joint workplace Neurological Department of 3FM CU and TH.**

**Vote: 27, 0, 0.**

**Ad 10) Proposal to set up a joint workplace with TH - " Department of Internal Medicine 3FM CU and TH "- prof. MUDr. Widimsky**

**Resolution ::**

**The Academic Senate of the 3FM CU agrees in accordance with Article 10 (1) a) of Statute of the 3FM CU with the establishment of a joint workplace of the Department of Internal Medicine of 3FM CU and TH.**

**Vote: 27, 0, 0.**

**Ad 11) Proposal to set up a joint workplace with TH - "Department of Urology of 3FM CU and TH "- prof. MUDr. Widimsky**

**Resolution:**

**The Academic Senate of 3FM CU agrees in accordance with Article 10 (1) a) of the Statute of 3FM CU with the establishment of the Department of Urology 3FM CU and TH.**

**Vote: 27, 0, 0.**

**Ad 12) Proposal to rename the Department of Pneumology and Surgery to the Department of Pneumology of 3FM and NBH  
3rd LF UK and NBH - Prof. Widimsky**

**Conclusion:**

**AS 3. LF UK receives information on the renaming of the Dpt of Pneumology and Thoracic Surgery of 3FM CU and NBH at the Department of Pneumology, 3FM and NBH and the Dpt. Of Infectious, Parasitic and Tropical Diseases of 3FM CU and the NBH to the Department of Infectious Diseases of the 3FM CU and of the NBH.**

**Ad 13) Awarding of commemorative medals - prof. MUDr. Džupa**

The Scientific Council on October 3, 2018 approved the proposal to award the medals of the 3FM CU as acknowledgment for the development of our faculty to academics who celebrated a significant life jubilee or who left the position of the head of the workplace (in alphabetical order):

- prof. MUDr. Milena Černá, DrSc. - 75 years
- doc. MUDr. Eva Gojisova - leaving the position of the head of the department
- prof. PhDr. Jiří Kožený, CSc. - 80s
- doc. MUDr. Martina Kubecova, Ph.D. - 65 years and leaving the department
- doc. MUDr. Jan Mareš, CSc. - 70 years
- doc. MUDr. Ladislav Mertl, CSc. - 80 years
- prof. MUDr. Jan Pachel, CSc. - 70 years
- doc. PhDr. Jana Přívratská, CSc. - leaving the position of the head of the department

The Academic Senate of the 3rd Faculty of Medicine discussed the submitted proposal. The Dean stated that the medals used to be awarded primarily to external staff, which is a shame, because the appreciation of the internal staff who are working for the faculty for the long term will surely be accepted with delight.

**Conclusion:**

The Academic Senate of the 3FM CU takes notice of the submitted proposal and after discussion they have no objection to award medals to the chosen people listed above.

**Ad 14) Nomination of a representative of the faculty to the Council of Higher Education Institutions (CHEI) for the term 2018 - 2020 - Mgr. Vacha (Fontana MUDr.)**

**CHEI** is a national representation where each university has its own representatives. Each faculty can nominate one representative (academic or student). The term of representatives of the faculty doc. MUDr. Jan Trnka, Ph.D. finished last year.

**Ad 15) Teaching physiotherapy in Karlovy Vary - Mgr. Vácha**

**Conclusion:**

**AS 3. LF UK takes notice of the physiotherapy teaching in 2019.**

**Ad 16) Proposal for a new member of the Scientific Council of 3FM CU - Head of NIPH  
MUDr. Pavel Březovský, MBA.**

**The appointment of item 16 was approved by the Senators and the secret ballot was approved by the Census Committee composed of:**

**Doc. MUDr. Trnka - Chairman, MUDr. Dáňová, Ivo Barabáš**

**26 Senators took part in the voting, all ballot papers were handed in and valid.**

**Result of vote: 26 0, 0.**

**Resolution:**

**The Academic Senate of 3FM CU approves, in accordance with Section 10, 1, h) of Statute of 3FM CU, MUDr. Pavel Březovský, MBA. as a full member of the Scientific Council of 3FM CU**

**Ad 17) Change in the term of validity of the internal regulation "Rules for Granting Scholarships at 3rd Faculty of Medicine" - prof. MUDr. Šlamberová**

**Resolution:**

**The Academic Senate of the 3rd Faculty of Medicine approves in accordance with No. 10, b) the validity of the "Rules for Granting Scholarships at the 3rd Faculty of Medicine" as of 1 November 2018.**

**Vote: 26, 0, 0.**

### **Miscellaneous**

1. Mgr. Vácha thanked the Trimed implementation team for organizing Beanie 2018, students of the 1st year were welcomed very warmly.
2. Doc. MUDr. Toušek invited those present at a football match between the teams of students and teachers to be held next Wednesday. The match will be specified.
3. Prof. MUDr. Šlamberová invited guests to a rich program related to the organization of SVK medical faculties of the Czech and Slovak Republics, participate and come to support our competitors.
4. Dean prof. MUDr. Widimsky thanked the senators for the support to his suggestions.
5. Mgr. Vácha thanked doc. MUDr. Arenberger for organizing the "Golden Graduation" - meeting of alumni, the atmosphere was very cordial, it is a step in the right direction.

**The next meeting of the Academic Senate of the 3rd Faculty of Medicine will take place on Tuesday  
November 13, 2018 at 2:30 pm in the meeting room, prof. MUDr. Radana Königová.**

**Mgr. et Mgr. Marek Vacha, Ph.D.  
Chairman of the AS 3FM CU**

**Proofreading: Mgr. Vácha, doc. MUDr. Votava, D. Lauer  
Prof. MUDr. Widimsky**

**Taken by: Ing. Sadecká  
18 October 2018**

**Minutes of the 16<sup>th</sup> Senate Session of the Third Faculty of Medicine that took place on November 13<sup>th</sup> in the Session Room of Radana Königova, room No. 223, at 14:30**

Attendee: according to the attendance list

Excused: according to the attendance list

**Session Agenda:**

1. Opening
  2. Agenda approval and appointment of the scrutineers
  3. Checking the minutes from October 9<sup>th</sup>, 2018
  4. Information from the Dean
  5. Scholarship awards for excellent study results in the academic year 2017/18- MUDr. Marx
  6. Specialty Dental Hygiene requesting authorization to realize the study programme in the framework of institutional accreditation in higher education area– Mgr. Křížová
  7. Medal award to prof. MUDr. Bultas and prof. MUDr. Arenberger on the occasion of their birthday – prof. MUDr. Džupa
  8. Information from AS CU – prof. MUDr. Mořovská
  9. Presentation of doc. PhDr. Tomáše Nigrin, Ph.D., Chairman of AS CU - Mgr. Vácha
  10. Presentations of representatives from 3 FM CU to be elected the Council of Higher Education -Mgr. Vácha
  11. Election of a representative from of 3 FM CU to the Council of Higher Education - Mgr. Vácha
- Miscellaneous

**Ad 1) Opening**

23 senators were present at the opening, during the session one more senator came who participated in the vote. AS was eligible to make decisions.

**Ad2) Approval of the session agenda, assigning the scrutineers**

There were no objections or no further suggestions from the senators concerning the session.

**Conclusion:**

**The programme of the session was approved by tacit consent.**

The scrutineers elected were:

**Teaching staff:** Doc. MUDr. Jolana Rambousková, CSc.

**Students member:** Tomáš Sychra

**Ad 3) Checking the minutes from October 9<sup>th</sup>, 2018**

Mgr. Vácha brought up the important issues from the session on October 9<sup>th</sup> 2018, in particular:

Departments jointly with Thomayer Hospital

There were no objections or suggestions made concerning the record of the minutes from October 9<sup>th</sup>, 2018

**Conclusion:**

**The minutes from October 9<sup>th</sup>, 2018 were approved by tacit consent.**

**Ad 4) Dean's Information**

- off-site meeting was held in Tábor, we will work on new incentives,
- new jointly departments approved at the session in October began their work,
- negotiations with the management of two regional hospitals are held – possible cooperation for the 6th year students,
- governmental programme focussed on support of study programmes of medicine – commitment for the year 2020 was signed by Deans of faculties of medicine and the Rector, according to this commitment 3 FM CU will admit 211 students to the first year of Czech curriculum,
- negotiations of the transfer of the property with SZÚ are held- transfer of building No. 19 and adjoining estates. This transfer is supported by Ministry of Health and Ministry of Education, Youth and Sports. Likewise, general manager of SZÚ approved this proposal,
- Economic prospects for the end of the year – faculty will have a well balanced budget, incomes and expenses will be higher than last year, thanks to state subsidies for the development of Czech General Medicine,
- Division of Development was founded at the Dean's Office (in the gestion of doc. MUDr. Polák), who is also responsible for developmental projects including projects OP VVV,
- Invitation for 13/12/2018 – faculty Christmas concert–St. Jan Nepomucký Church, at 19:30, Prague 1 – Hradčany,
- Faculty accreditation for the specialty General Medicine is valid till 2022– next year preparation of new accreditation will start, students will actively participate in it,
- Festive meeting of the academic community was a success, thanks to doc. MUDr Arenbergerová for the preparation,

:

**Discussion: none.**

**Conclusion:**

**The information from the Dean were acknowledged by the AS 3FM CU.**

**Ad 5) Scholarship awards for excellent study results in the academic year 2017/18- MUDr. Marx**

All the senators obtained the document via email in advance. MUDr. Marx.

**Discussion: none**

**Resolution:**

**Academic Senate of 3 FM CU in accordance with Art. 4, Para. 4 Scholarship Regulations of Charles University, approves the proposal of the Dean dealing with Scholarship amounts for excellent study results in the academic year 2017/2018.**

Vote: 24, 0, 0.

**Ad 6) Specialty Dental Hygiene requesting authorization to realize the study programme in the framework of institutional accreditation in higher education area– Mgr. Křížová**

Mgr. Křížová presented her material which had been sent to all senators in advance by email. She answered the question of MUDr. Havrda dealing with the main focus of the study, number of applicants and the employability of the graduates.

So far, the guarantor of the specialty has been Doc. MUDr. Gojišová, who has to retire due to her age. MUDr. Borovec could be a deputy, possibly someone else.

As prof. MUDr. Rosina mentioned in his speech, guarantor of a bachelor's programme does not have to be an associate professor, title Ph.D is sufficient.

**Resolution :**

**Academic Senate of 3 FM CU in accordance with Art. 10, Para. 1, h) Statutes of 3 FM CU approves the request to realize the study programme in the framework of institutional accreditation in higher education area.**

Vote: 24, 0, 0.

**Ad 7) Medal award to prof. MUDr. Bultas and prof. MUDr. Arenberger on the occasion of their birthday – prof. MUDr. Džupa**

Proposal was presented by Mgr. Vácha as appreciation on the occasion of their birthday.

Discussion: none

**Conclusion:**

**Academic Senate of 3 FM CU acknowledges the award and after the discussion does not have any objections to medal award to prof. MUDr. Bultas and prof. MUDr. Arenberger on the occasion of their birthday.**

**Ad 8) Information from AS CU – prof. MUDr. Mořovská**

Prof. MUDr. Mořovská could not take part in a session of the AS 3 FM CU.

**Ad 9) Presentation of Doc. PhDr. Tomáše Nigrin, Ph.D., the Chairman of AS CU - Mgr. Vácha**

Doc. PhDr. Nigrin at the beginning of the session announced that he does not have any special comment on anything, he complimented on 3 FM CU members of AS CU: prof. Mořovská a MUDr. Havrda for their active participation and good communication,

**Conclusion:**

**Academic Senate of 3 FM CU acknowledges the information of doc. PhDr. Nigrin from the Academic Senate of Charles University.**

**Ad 10) Presentations of representatives from 3 FM CU to be elected the Council of Higher Education Institutions -Mgr. Vácha**

Prof. MUDr. Rob gave up his candidacy before the session

At the session of AS 3 FM CU prof. MUDr. Gürlich gave up his candidacy and declared his support for MUDr. Fontana.

Presentations of prof. MUDr. Duřková, MUDr. Fontana and MUDr. Novák followed.

**Conclusion:**

**Academic Senate of 3 FM CU acknowledges presentations of candidates prof. MUDr. Dušková, MUDr. Fontana and MUDr. Novák as 3 FM CU representatives to be elected the Council of Higher Education.**

**Ad 11) Ieccion of a representative from of 3 FM CU to the Council of Higher Education -Mgr. Vácha**

After presentations of the candidates for a representative in Council of Higher Education, Vote Counting Committee was approved by secret vote constituted by: prof. MUDr. Gürlich, doc. MUDr. Sukop a Petr Michenka.

Vote: 24, 0, 0.

Vote counting committee elected its Chairman doc. MUDr. Sukop.

Vote: 24, 0, 0.

Each senator obtained a ballot with names of the candidates and by circling the number of a candidate made their vote. Repot on the vote was written.

The Chairman of the Vote Counting Committee presented the results to all senators and guests. 24 ballots were distributed.

24 ballots were submitted, 23 of them valid, one invalid.

Prof. MUDr. Dušková received 1 vote,

MUDr. Novák received 1 vote,

MUDr. Fontana received 21 votes.

**Conclusion:**

**Senators took into account that MUDr. Josef Fontana was elected a representative of 3 FM CU for the period 2018 – 2020 in a secret vote .**

Chairman of the AS 3 FM CU congratulated on MUDr. Fontana on his electing.

**Miscellaneous:**

- Lauer – from October 19<sup>th</sup> till October 21<sup>st</sup> charity clothing collection will be held at the main hall of the faculty. Collection will be used by departments of our hospital FHKV. Especially men's clothes are needed- trousers, socks, shoes, etc.
- Mgr. Vácha – meeting of all faculties of medicine from the Czech and Slovak Republics was held. As for the main issues, the situation at the faculty of Medicine in Ostrava was discussed.
- Lauer – on behalf of TRIMED he invited all the senators present for St. Nicholas party which will be held on December 10<sup>th</sup> from 20:00 in Storm club (Prague 3, Tachovské náměstí 290/5),
- Invitation for faculty concert held on December 13<sup>th</sup> at 19:30 in St. Jan Nepomucký Church , Prague 1, Hradčany.

**Next session of the AS 3FM CU will be held at the session room of Radana Königova, no. 223, Tuesday, December 11<sup>th</sup>, 2018, at 14:30.**

Mgr. et Mgr. Marek Vácha, Ph.D. a.p.  
Chairman of AS 3FM CU





**Minutes of the 17<sup>th</sup> Senate Session of the Third Faculty of Medicine that took place in the Session Room of Radana Königova, room No. 223, on December 11<sup>th</sup>, 2018, at 14:30**

Attendee: according to the attendance list

Excused: according to the attendance list

**Session Agenda:**

1. Opening
2. Agenda approval and appointment of the scrutineers
3. Checking the minutes from November 13<sup>th</sup>, 2018
4. Information from the Dean
5. Results of voting per rollam – Rules for entrance examination for a new doctoral degree program “Cardiovascular Sciences” – Mgr. Vácha
6. Distribution of the consolidated financial profit of the year 2017 – JUDr. Mužíková
7. Rules for entrance examination for doctoral degree program – Prof. MUDr. Šlamberová
8. Evaluation of the doctoral degree program – Prof. MUDr. Šlamberová
9. Information from the AS CU – Prof. MUDr. Mořovská
10. Website for the documents issued by the AS 3FM CU – Metoděj Renza
11. Awarding medal of 3FM CU to Doc. MUDr. Janík for his jubilee
12. Approval of the rules for entrance examination of the full-time bachelor study program – “Nutrition Therapist” for the academic school year 2019/2020 – Doc. MUDr. Dlouhý, MUDr. Marx, Doc. MUDr. Rambousková
13. Miscellaneous

**Ad 1) Opening**

18 senators were present at the opening, the AS was eligible to make decision. 6 senators arrived in the course of the meeting, and participated in the voting.

The Chairman of the AS announced the necessary changes in the program of the session:

1. the Dean cannot be present at the session because of his work obligations;

2. Prof. MUDr. Mořovská cannot be present because of her other work obligations;
3. a new issue was added to the program of the session – **Approval of the rules for entrance examination of the full-time bachelor study program – “Nutrition Therapist”**;
4. a new issue was added - **Awarding medal of 3FM CU to Doc. MUDr. Janík for his jubilee.**

#### **Ad2) Approval of the session agenda, assigning the scrutineers**

There were no objections or no further suggestions from the senators concerning the session.

Conclusion:

**The program of the session and the added issues were approved by tacit consent.**

The scrutineers elected were: Prof. MUDr. Rosina, student Daniel Dus

#### **Ad 3) Checking of the minutes from November 13<sup>th</sup>, 2018**

Mgr. Vácha brought up the important issues from the session on November 13<sup>th</sup> 2018, in particular:

- approval of the proposal: “Awarding the scholarship for the excellent study results;“
- application for the accreditation of the study program: “Dental Hygiene;“
- electing MUDr. Josef Fontana as a faculty representative for the Council of universities.

There were no objections or suggestions made concerning the record of the minutes from November 13<sup>th</sup>, 2018, which was sent to the senators via e-mail.

**Conclusion:**

**The minutes of November 13<sup>th</sup>, 2018 were approved by tacit consent.**

#### **Ad 4) Information from the Dean**

The Dean was excused from the session because of his other work obligations. He will present the information at the January session of AS 3FM CU.

**Ad 5) Result of Per Rollam Vote – Rules for entrance examination for a new doctoral degree program “Cardiovascular Sciences” – Mgr. Vácha**

The per rollam vote was conducted from November 17<sup>th</sup> - November 25<sup>th</sup>, 2018.  
Vote: 23,0,9.

**Conclusion:**

**The AS 3FM CU acknowledged in compliance with the article 10, paragraph 1, letter e), the introduced proposal for the Rules for entrance examination for doctoral study program “Cardiovascular Sciences.”**

**Ad 6) Distribution of the consolidated financial profit of the year 2017 – JUDr. Mužíková**

The distribution of the consolidated financial profit of CU in the year 2017 was approved by the Rector’s Collegium on November 12<sup>th</sup>, 2018, the total sum of 1 729 278.42 CZK will be transferred into the funds of 3FM CU. In compliance with the Status of CU and Rector’s Order no.47/2015, the general secretary of the faculty proposed following:

The consolidated financial profit from the year 2017, the total sum of 1 729 278.42 CZK, will be transferred into the Fund for renewal of investment property. The financial means from this Fund can be used in compliance with the Status of CU in order to purchase long-term material property and non-material property, to finance repairs or maintenance of long-term material and non-material property, or can be transferred into the Reserve Fund and the Operational Fund.

Discussion: none.

**Conclusion:**

**The AS 3FM CU in compliance with the Article 10, paragraph 1, letter c), of the Status of 3FM approved the proposal for distribution of the consolidated financial profit from the year 2017, and its transfer to the Fund for renewal of investment property.**

**Vote: 22, 0, 0.**

**Ad7) Rules for entrance examination for the doctoral degree study program – Prof. MUDr. Šlamberová**

It is a classical study program, the students have been accepted in the same way, and there have been no changes.

There will have to be necessary changes done for the future, and to change the way of evaluation into point system. So far during this year, the same guideline will be followed without point system evaluation, only by marking pass or fail.

Discussion: Hugo – if the full- time positions for doctoral students will also be dealt with,

Prof. Šlamberová – this issue will be looked into.

**Conclusion:**

**The AS 3FM CU in compliance with the Article 10, paragraph 1, letter e), of the Status of 3FM approved the Rules for entrance examination for doctoral degree program.**

**Vote: 23, 0, 0.**

**Ad8) Evaluation of the doctoral degree study program - Prof. MUDr. Šlamberová**

Prof. Šlamberová presented to the senators the graphic evaluation of the post-graduate program, in which participated some 70 students. The graph showed the percentage of opinion of single students – e.g. setting of the evaluation system, evaluation of questionnaires, major conclusions and proposals for the future etc.

Discussion:

Renza – if there was any obvious fluctuation concerning the answers, e.g. in a certain year of study, and if such evaluation is done at other medical faculties.

Prof. MUDr. Šlamberová: we have been one of the first to evaluate, it will be obligatory for other faculties in the future.

Concerning individual years of study etc., it have not been worked on and observed, a new investigation and analysis will be conducted.

**Conclusion:**

**The AS 3FM CU acknowledged the evaluation of the doctoral study program.**

### **Ad9) Information from AS CU – Prof. MUDr. Mořovská**

Prof. MUDr. Mořovská was excused from the session because of her other work obligations colliding with the time of the session.

### **Ad10) The Website for documents discussed in AS 3FM CU – Metoděj Renza**

Metoděj Renza and MUDr. Kostrhun introduced the proposed program for publishing documents for the senators of AS 3FM which would be open for the senators ahead of the session, and they could also print them.

All sessions documents of the AS 3FM CU would be listed on the website and accessible for all the senators via CAS.

CAS – as.lf3.cz

Discussion:

Prof. MUDr. Rychlík –publishing of the documents should be limited to a few days ahead of the session;

Mgr. Vácha – the documents which are added to sessions as urgent issues, as e.g. the documents forwarded from RUK the previous day, could be presented and included just ahead of sessions;

MUDr. Kostrhun – explained the planned method used for changes and repetition of discussed documents in supplementing forms of publishing.

**Conclusion:**

**AS 3FM acknowledged the presentation of the website planned for documents discussed in sessions of the Academic Senate of 3FM.**

### **Ad 11) Awarding medal of 3FM CU to Doc. MUDr. Janík for his jubilee**

Mgr. Vácha informed the AS 3FM that the Dean's Collegium and Scientific Council of 3FM CU approved of awarding the medal to Doc. MUDr. Janík at the occasion of his jubilee. The AS 3FM was therefore presented herewith.

Discussion: none

**Conclusion:**

**AS 3FM CU acknowledged of awarding the medal to Prof. MUDr. Janík, CSc., at the occasion of his jubilee.**

**Ad12) Approval of the rules for entrance examination of the full-time bachelor study program –“Nutrition Therapist” for the academic school year 2019/2020 – Doc. MUDr. Dlouhý, MUDr. Marx, Doc. MUDr. Rambousková**

Doc. MUDr. Dlouhý thanked the senators for including this issue in the session program. The bachelor study program was accredited on October 31, 2018, and the rules were signed by the Rector on November 11, 2018. Therefore, the material could not have been handled to the senators earlier.

The entrance examination will be organized in two rounds, the first round will contain written tests on biology and chemistry – total amount of questions 60, 30 from each subject. There will be 4 possible answers with only one correct. The total score of the test will be 60 points.

The tests will correspond with the knowledge outlined by official curriculum of high school education.

The score limit for advancing to the 2<sup>nd</sup> round will be stated by the Dean based on the results from the 1<sup>st</sup> round.

The 2<sup>nd</sup> round will consist of an interpretation of a popular-scientific text, evaluation of communication skills, showing ability of independent opinion, and general knowledge.

The suggested number of students accepted is 25.

The guarantor of the program will be Doc. MUDr. Jolana Rambousková, CSc.

Discussion:

Dus – what is a probable number of applicants;

Doc. Rambousková – the number of applicants at the 1<sup>st</sup> faculty of medicine CU is ten times higher than accepted students, the interest is great.

**Conclusion:**

**The AS 3FM CU, in compliance with the Regulation 27, paragraph 1, letter c), of the Law on Higher education currently applicable, approves of the Rules for entrance examination for full-time bachelor study program “Nutrition Therapist” in the academic school year 2019/2020.**

**Vote: 24, 0, 0.**

### **Ad 13) Miscellaneous**

- invitation to the Christmas concert held at the Church of St. John Nepomuk in Prague 1, Hradčany, on December 13, 2018;
- the Chairman thanked TRIMED for well organised St. Nicholas' Party (with distribution of small presents).

The Chairman concluded the session wishing all happy Christmas holiday.

**Next session of the AS 3FM CU will be held at the session room of Radana Königova, no. 223, on Tuesday, January 8<sup>th</sup>, 2019, at 14:30.**

Mgr. et Mgr. Marek Vácha, Ph.D. a.p.  
Chairman of AS 3FM CU

### **Minutes taken down by:**

Ing. Sádecká

December 13<sup>th</sup>, 2018

Edited by:

Mgr. Vácha, Doc. MUDr. Votava, David Lauer



**Minutes of the 18th Regular Meeting of the Academic Senate of the 3rd Faculty of Medicine, Charles University, held on 12 March 2019 at 2.30 pm in the conference hall of prof. MUDr. Radana Königová at the Dean's Office, room No. 223.**

**Program:**

1. Opening
2. Approve the program, determine the scrutineers
3. Check of the minutes of 11 December 2018
4. Dean's information
5. The intention to acquire the building No. 19 with the adjacent land (par. No. 3986/1, par. No. 3986/3) in the form of free transfer of property - result of per rollam voting - Mgr. Vácha
6. Awarding of the commemorative medal of the 3rd Faculty of Medicine and the commemorative diploma to doc. MUDr. Monika Kneidlová on the occasion of her jubilee - the result of voting per rollam - Mgr. Vácha
7. Distribution of funds for institutional support of science and research (Progress programs) for 2019 - result of per rollam voting - Mgr. Vácha
8. Composition of the Disciplinary Board - MUDr. Marx
9. Evaluation of the Summer semester 2017/2018 - MUDr. Marx
10. Reports from the Academic Senate of Charles University - prof. Mořovská (M. Vácha)

Miscellaneous

**Ad 1) Opening**

There were 18 senators present, the Senate was quorate. In the course of the meeting, another Senator attended the vote.

The Senate Chairman informed senators of the requirement to include in the item "Miscellaneous" discussion on the intention to grant doc. MUDr. Jaroslav Feyereisl's medal of the 3rd Faculty of Medicine of Charles University and a commemorative letter to his jubilee.

**Ad 2) Approval of the program, designation of scrutineers**

None of the senators raised comments on the content and completion of today's meeting.

**Conclusion:**

**The AS of 3FM CU approved the proposed program including its addition by tacit consent.**

**The scrutineers were determined:**

for the pedagogical chamber: **doc. MUDr. Jolana Rambouskova, CSc.**  
for the student chamber: **Metoděj Renza**

**Ad 3) Review of the minutes of 11 December 2018**

Mgr. Vácha recalled the items of the meeting of 11 December - in particular:

- distribution of the financial results of 2017 - JUDr. Mužíková
- conditions for admission to doctoral study program - prof. MUDr. Šlamberová
- evaluation of doctoral studies - prof. MUDr. Šlamberová

None of the senators raised comments on the minutes of 11 December 2018.

**Conclusion:**

**The minutes of 11 December 2018 were approved by tacit consent.**

**Ad 4) Dean's information**

- Thanks to all members of the Dean's Board who work as a coherent team
- as of April 1 - modification in competencies:  
doc. MUDr. Polák will be responsible for development. As this is a huge agenda,  
Vice-Dean doc. MUDr. Arenberger will be responsible for foreign relations.  
doc. MUDr. Dlouhý provides a specialization education agenda;  
the agendas and competencies of the individual vice-deans are balanced;
- new faculty departments - Department of Physiology - prof. MUDr. Šlamberová),  
Department of Pathophysiology - doc. MUDr. Polák,
- new workplaces in TN will support the faculty;
- use of resources of the Ministry of Education for the development of medicine  
studies in the Czech Republic - personal stabilization of theoretical institutes,  
salary increase of 12% for academic staff, not evenly, theoretical institutes, full-  
time workers, those who also do research work; salary increase in theoretical  
institutes is up to 24%.
- There were 29 new academic staff at theoretical institutes, 20 staff at clinics. The  
average age of newly admitted (36 years) has dropped considerably, the teaching  
staff will rejuvenate, the prospect for future years,
- investment program of the Ministry of Education, Youth and Sports to support  
medical faculties – financial aspect not yet known, the program will start in 2020;
- air conditioning of the main building,; extension of the premises (extension on  
the top of the auditorium, if the faculty did not receive building no. 19), as well as  
necessary preservation works of the buildings on Ke Karlovu street (roofs,  
facades, stairs)
- Donatio Facultatis Medicae Tertiae - the deadline for submitting the application  
has been postponed, three applications of quality workers have been received,  
should be decided by April 15;
- important dates for 3FM CU in 2019,

- the PROGRES program - the program table; we received more funding, the 5 largest programs bring 83% of the finances
- the faculty has become a member of the European Association of Education in Medicine, - AMEE - access to the website of the organization will be published.

**Conclusion:**

**The AS of 3FM CU acknowledge the Dean's information.**

**Ad 5) The intention to acquire a building No. 19 with an adjacent land (par. No. 3986/1, par. No. 3986/3) from the NIPH as a free transfer of property - result of per rollam voting - Mgr. Vácha**

All documents were provided to members of the Senate by e-mail, voting by the per-rollam took place from 19 to 31 January 2019.

**Voting result: 30,0, 2 .**

**Resolution:**

**The Academic Senate of the Third Faculty of Medicine agrees and supports the intention to obtain for the faculty a building No. 19 with an adjacent land from the NIPH (par. 3986/1, par. 3986/3) in the form of free transfer of property.**

There was no discussion

**Vote on the resolution in the hall: 19, 0,0.**

**Ad 6) Commemorative medal of the 3rd Faculty of Medicine of Charles University and commemorative diploma awarded to doc. MUDr. Monika Kneidlová, CSc, on the occasion of her jubilee - the result of voting per rollam - Mgr. Vácha**

The per rollam method was approved on 26 February 2019 to 3 March 2019 for a commemorative medal of the 3rd Faculty of Medicine of Charles University and a commemorative sheet of doc. MUDr. Monika Kneidlová, CSc., To her life jubilee. The proposal came from a meeting of the Dean's College. The medal should be presented at the meeting of the Scientific Council of the 3rd Faculty of Medicine on 7 March 2019.

**The result of the per rollam vote: 26 , 0, 6.**

**Conclusion:**

**The Academic Senate of 3FM CU acknowledges the submitted proposal and has no objections to awarding the commemorative medal of the 3FM CU and the commemorative diploma to doc. MUDr.Monika Kneidlová, CSc. on her anniversary.**

There was no discussion.

**Vote in hall: 19,0,0.**

## **Ad 7) Distribution of funds for institutional support of science and research (Progres programs) for 2019 - result of per rollam voting - Mgr. Vácha**

Senators and senators received all the materials well in advance. Due to time pressure the vote was performed by the per rollam method from February 28, 2019 to March 5, 2019.

**Voting result: 28 Dec, 4 did not vote.**

**The material was presented by doc. MUDr. Dušek, the money distribution methodology and the funds proposed for 2019 for individual programs.**

Discussion:

MUDr. Hajer – how patents, utility models, etc. are included

doc. MUDr. Trnka- financing of Progres programs

doc. MUDr. Dušek – Progres programs will not last forever,

prof. MUDr. Widimsky - everything is in the phase of reflection and discussion, the emphasis will be on quality, not on quantity.

**Resolution:**

**The Academic Senate 3FM CU agrees with the allocation of funds for institutional support for science and research (Progres programs) for 2019.**

**Vote in hall: 19, 0, 0.**

## **Ad 8) Composition of the Disciplinary Board - MUDr. Marx (excused)**

**The material that Senators and Senators received well in advance; presented by PhDr. Svobodová:**

The Disciplinary Board of the Faculty discusses disciplinary misdemeanors of students enrolled at the faculty and submits a proposal for decision to the Dean. Its provisions (as the only commission) are stipulated by Act No. 111/1998 Coll. on Higher Education, as amended; the law also stipulates that half of the members of the commission are students of the faculty and sets its term of office for two years - this expired on February 7, 2019.

On 21 February 2019, the Dean's Board decided to propose a Disciplinary Board for the period 2019-2021, consisting of:

MUDr. David Marx Ph.D.

Doc. MUDr. Jan Novak, Ph.D.

prof.MUDr. Romana Šlamberová Ph.D.

David Lauer

Tomáš Sychra

Alexander Gvozdev

-----  
Substitutes:

MUDr. Josef Fontana

Anna Ouřadová

Paulo Manuel Sousa Palma

Discussion: none

**Resolution:**

**The Academic Senate of the Third Faculty of Medicine, Charles University in accordance with the provisions of § 27, par. f) of Act No. 111/1998 Coll. on Higher Education Institutions, as amended, and in accordance with Article 3, Para 2,3 approves the proposal for the composition of the Disciplinary Board of 3FM CU submitted on 21 February 2019, based on the decision of the Dean's Board:**

**Vote: 18, 0, 1.**

**Ad 9) Evaluation of the Summer semester 2017/2018 - MUDr. Marx (excused)**

**Presented by MUDr. Fountain.**

- changing the system of evaluations,
- Refine the calculation of statistics, the system is updated every day
- an amended procedure for the selection of positively evaluated teachers,
- development of return, average return on semester evaluations,
- the number of subjects for which the evaluation is at least 10% increased
- there will be rules on the publication of evaluation outputs,
- Main comments - Consideration of evaluation outputs
- a report is being prepared for the Rector's Office - by the end of March
- suggestions for changing and supplementing the future evaluation system

Discussion: wasn't (?)

**Conclusion:**

**1. AS 3FM CU discussed the summary report on the course and outcomes of the evaluation of students' education for the summer semester of the academic year 2017/2018 and recommends that its outputs (including teachers and supervisors) be available in an electronic application on CAS registration.**

**2) The AS 3FM CU supports the steps to improve the application for evaluation and measures strengthening the promotion and presentation of evaluation at the Third Faculty of Medicine.**

**Vote: 18, 0, 0.**

**Ad 10) Information from AS CU - prof. MUDr. Moťovská**

Prof. MUDr. Moťovská was forced to apologize for her work duties outside Prague, and she will present a longer block of information from the AS CU at the April meeting of the AS of the Third Faculty of Medicine.

**Miscellaneous:**

1) award of commemorative medal and commemorative diploma to doc. MUDr. Jaroslav Feyereisl, CSc. on his anniversary.

**Conclusion:**

**The Academic Senate acknowledges the submitted proposal and after the discussion does not object to the awarding of the commemorative medal and diploma of 3FM CU to doc. MUDr. Jaroslav Feyereisl, CSc. on his anniversary.**

**Vote: 18, 0, 0.**

2) Doc. MUDr. Sukop - introduced the need and benefits of a shared calendar, for phones, ipads, PCs, MACs (or 2 calendars 1) for students, 2) for management clinics, teachers .....), important events including dates (graduation, admissions, seminars, meetings of the heads, current schedule for students, etc.) even for several months ahead, which is missing at the faculty.

As an example, he introduced a simpler, outdated but functional form of the calendar - events on the websites of the 2nd Faculty of Medicine, Charles University,

3) Mgr. Vácha presented a greeting from prof. MUDr. Moťovské, who could not attend the meeting. At the April meeting, she will focus primarily on the following:

- The LFs have a specific position regarding RIV points that has been shared with the hospital

- Mobility support - Heads of clinics and institutes should travel to other institutions

- the problem of plagiarism

- An association of 4 universities was created; there is an effort to support projects across these universities.

- An initiative is being developed so that prominent professors from various faculties of give lectures from their own field of study at various faculties of the Charles University (eg a doctor at philosophical faculty, a historian at a medical school etc.), it would be a possibility of extended education for those interested,

4) Mgr. Vácha - Thanks to TRIMED for the organization and management of the Faculty Ball

5) Thanks to Metoděj Renz and MUDr. Kostrhun - AS 3. LF UK has a web pages - an easy-to-use application through which mutual communication will take place within AS 3FM CU

6) Daniel Dus invited the attendees to the "Bachelor's Study Day", which will take place on March 19, 2019 from 15.15 to 19.00 at the faculty.

**The next meeting of the Academic Senate 3FM CU will take place on Tuesday, April 9, 2019 at 2:30 pm in the conference hall of prof. MUDr. Radana Königová.**

Mgr. et Mgr. Marek Vácha, Ph.D.  
Chairman of the AS 3. LF UK

Proofreading: Mgr. Vácha, doc. MUDr. Votava, prof. MUDr. Widimský

Written by: Ing. Sádecká  
March 19, 2019

Minutes of the 20th Regular Meeting of the Academic Senate of the 3rd Faculty of Medicine, Charles University, held on 7 May 2019 at 2.30 pm in the conference hall of prof. MUDr. Radana Königová at the Dean's Office, room No. 223.

**Programme:**

1. Opening
2. Agenda approval and appointment of the scrutineers
3. Checking the minutes from April 9th, 2019
4. Dean's information – MUDr. Marx (on behalf of the Dean)
5. Draft budget of 3 FM CU for the year 2019 – ing. Mužíková
6. Applications for granting doctoral degree programmes – Neurosciences, Physiology and Pathophysiology of Man, Biology and Pathology of Cell, Pharmacology and Toxicology, Medical Biophysics, prof. MUDr. Džupa
7. Evaluation of the last semester – MUDr. Marx
8. Entrance exam information– MUDr. Marx
9. Information from AS CU– prof. MUDr. Mořovská

Miscellaneous

**Ad 1) Opening**

There were 17 senators present, the Senate was quorate. In the course of the meeting, another Senator attended the vote.

The Senate Chairman welcomed prof. MUDr. Mořovská- faculty representative in AS CU and said that the agenda would not change, due to other duties of translators, the order of points discussed have to be changed.

**Ad 2) Agenda approval and appointment of the scrutineers**

There were no objections or no further suggestions from the senators concerning the session and different order of the points discussed.

**Conclusion:**

The programme of the session was approved by tacit consent.

The scrutineers elected were:

**Teaching staff:**

Prof. MUDr. Jozef Rosina,

**Student:** Jakub Fuksa



### **Ad 3) Checking the minutes from April 9th, 2019**

Mgr. Vácha recalled the agenda of April 9<sup>th</sup> 2019- in particular: faculty economy in 2018 – JUDr. Mužíková

proposal for student evaluators for NAB– Mgr. Vácha

Applications for granting doctoral degree programmes - Developmental and Cell Biology, Molecular and Cellular Biology, Genetics and Virology, Immunology - prof. MUDr. Džupa, (prof. MUDr. Šlamberová).

None of the senators raised any comments to the minutes of April 9<sup>th</sup> 2019 presented on websites.

**Conclusion:**

**The Minutes of April 9th, 2019 were approved by tacit consent.**

### **Ad 4) Dean's information, on behalf of the Dean presented by MUDr. Marx**

1. awarding prizes - Donatio Facultatis Mediace Tertiae was difficult, 4 quality applications were submitted, Eliška Selinger and Adam Chlapeček won, the other two were offered cooperation with particular departments ,
2. situation with the transfer of building no. 19 - continues
3. FNKV and 3 FM CU jointly submitted a preliminary project for the CEATUM project, deletion from the list of expert institutes - based on the opinion and recommendations of the Dean's Association, the reason is the overload of specialists and the conditions of the Act on Experts and Interpreters,
4. Entrance examination – 14/06 tests, 17/06 - 18/06 oral exam – six study programmes,
5. Number of applicants: General Medicine – 2,385, Physiotherapy- 367, Dental Hygiene – 384, Nutritional Therapist 97, Intensive Care – 68, General Nursing – 306.

**Discussion: Havrda, Marx,**

Students of the English curriculum are not included in the numbers mentioned above.

There should be 11 or 12 more students next year, number of study groups will not change.

MUDr. Havrda: leaving studies – in Czech curriculum approx. 10%, in the English curriculum 20%; in the English curriculum there are still 30 students who did not fulfil any duty or test, the Sanctions Committee will negotiate with them, similar number of students do not attend school at all, it can be assumed that some of them try to obtain a residence permit.

In the Czech curriculum about 12 students do not have the credit, nationalities vary.

Since last year the decrease was about 11% in Czech curriculum, 20% in the English curriculum. Newly, it is not allowed to interrupt studies in the first year, i.e. more students leave if they do not pass the module in the first year.

Intensive Care –68 applications, 30 will be admitted, decrease of admitted students is not expected, it depends on their quality, planned number can slightly increase or decrease. It is Dean's decision.

**Conclusion:**

**AS 3 FM CU took note of Dean's information.**

#### **Ad 5) Draft budget of 3 FM CU for the year 2019 – JUDr. Mužíková**

Faculty Secretary presented draft budget for 2019. She described the way of finance allocation and emphasized significant differences in allocation differences in some cost and revenue items of the budget compared to 2018.

In the budget personal costs have been increased. The increase has been financed in particular from funds released by the government to strengthen the development of medical schools. In 2019 CZK 50.2 million was released to the operating subsidy for the Third Faculty of Medicine.

In the budget, revenue from service sales (self-payers' payments, foreign students) has been reduced as a result of changing the payment reporting methodology of these students in accordance with accounting regulations and the requirements of the audit firm.

The differences will be covered both by the operational fund, which was increased by CZK 15 million for this purpose in 2018, and partly by the aforementioned means to strengthen the development of medical schools. In case the NIPH building No. 19 is transferred this year, it is planned to increase the funds for repairs and maintenance by almost CZK 3 million.

**Discussion: none**

**Resolution:**

**AS 3 FM CU in accordance with Art. 10, Para. 1, d) Statutes, approves draft budget of 3 FM CU for 2019, presented by the Secretary JUDr. Mužíková on behalf of the Dean.**

**Vote: 18, 0, 0.**

**Ad 6) Applications for granting doctoral degree programmes – Neurosciences, Physiology and Pathophysiology of Man, Biology and Pathology of Cell, Pharmacology and Toxicology, Medical Biophysics, prof. MUDr. Džupa**

All senators obtain material in time via faculty websites, prof. MUDr. Džupa  
Informed senators that all presented applications were approved by Scientific Board of 3 FM CU.

He also mentioned the need to strengthen our representation in subject area boards, especially in subject area board of Physiology and Pathophysiology.

**Discussion:**

**Renza: What is our representation subject area board of Physiology and Pathophysiology.**

**Prof. MUDr. Džupa: we have three members, we would like to have five. Subject area board has got 21 members.**

**Resolution:**

**Academic Senate of 3 FM CU approves the Applications for granting doctoral degree programmes – Neurosciences, Physiology and Pathophysiology of Man, Biology and Pathology of Cell, Pharmacology and Toxicology, Medical Biophysics.**

**Vote: 18 0, 0.**

**Ad 7) Evaluation of the last semester – MUDr. Marx**

MUDr. Fontana:

New application Výuka – there is a section for evaluations, it is possible to send it by e-mail to teachers and guarantors, the process takes longer.

Response rate – winter semester – response rate is generally stable,

Numbers for particular study programmes – assessment of response rate,

Main comments were discussed by the Committee for Evaluation of classes at the session of 3 FM CU, results will be published by CAS,

Evaluation Committee – comments on what can be improved in evaluation process, report for the Rector's Office has been elaborated, other faculties do not differ significantly, it is necessary to continue in addressing students, meeting students and guarantors- experience from physiotherapy.

**Discussion:**

MUDr. Havrda: in paper form evaluations were much more numerous, worked better, we have learnt something.

MUDr. Marx: in some years of study there were higher numbers, but electronic information is available immediately, response rate decreases with the

electronic system, way of evaluation can change, distribution of questionnaires at last classes is outdated.

MUDr. Havrda: in the past we learnt which subject is a problem.

MUDr. Marx: it is not any problem to collect all information, it is for guarantors and teachers– detailed comments,

MUDr. Fontana: we do not count the average return rate of continuous evaluations, just the semester ones.

MUDr. Marx: the whole system will be accessible for the evaluation system,

Prof. MUDr. Rosina: return rate 10% is a high number, elsewhere the numbers are significantly lower. (ca 3-5%),

Prof. MUDr. Džupa: in some courses the evaluation was a part of the course, questionnaires were distributed in the last class therefore the return rate was 100%, when the evaluation is free, 10% is fantastic

MUDr. Marx: teachers with good evaluation were paid 30 up to 80 thousand CZK – return rate there is crucial, it is necessary to motivate young teachers.

**Conclusion:**

1) AS 3 FM CU discussed the report on the evaluation results for winter semester 2018/2019 and recommends to make the results accessible via CAS,

2) AS 3 FM CU supports the improvement of the application for evaluation and measures enhancing the promotion and presentation of evaluation at the Third Faculty of Medicine CU.

Vote: 18, 0, 0.

**Ad 8) Entrance exam information– MUDr. Marx**

See 4) Dean's information presented by MUDr. Marx, Vice Dean for Undergraduate Education and Study Affairs

Discussion: none

**Conclusion:**

AS 3 FM CU took note of the Dean's information on the entrance exams MUDr. Marx

**Ad 9) Information from AS CU – prof. MUDr. Mořovská**

prof. MUDr. Mořovská was reelected into Presidency of the Senate, representatives of our faculty work there, it is a small group of specialists assessing CU quality -prof. MUDr. Mořovská was a member of the Evaluation

Committee. There have been personalities from prestigious European and World universities;  
the current Rector is very active in fundraising for science and teaching, issues of plagiarism have been discussed at CU, the problem will be treated systematically, the agenda is wide.

**Conclusion:**

**AS 3FM CU took note of the information presented by prof. MUDr. Mořovská, Senator of AS CU.**

**Miscellaneous:**

Michenka – invitation to Vinohradská trojka – Thursday, race of departments will be held, accompanying programme held in front of the faculty,

Renza – was awarded Lifesaving Medal by the President of Czech Red Cross, he thanked the faculty

prof. MUDr. Džupa – on behalf of prof. MUDr. Šlamberová – participate in Student Research Conference – May 21<sup>st</sup>.

Sychra –99 abstracts submitted -record attendance in Student Research Conference

Mgr. Vácha – thanks to TRIMEDU – for Parník.

**The next session of the Academic Senate of the 3rd Faculty of Medicine will be held on Tuesday, June 11<sup>th</sup> 2019 at 2:30 pm in the prof. Radana Königová session room.**

Mgr. et Mgr. Marek Vácha, Ph.D.,

Edited : Mgr. Vácha, doc. MUDr. Votava, JUDr. Mužíková, prof. MUDr. Džupa, prof. MUDr. Mořovská

Minutes taken by: Ing. Sádecká  
09/05 2019

**Minutes of the 21<sup>st</sup> Senate Session of the Third Faculty of Medicine that took place in the Session Room of Radana Königova, room No. 223, on June 11<sup>th</sup>, 2019, at 14:30**

Attendee: according to the attendance list

Excused: according to the attendance list

**Session Agenda:**

1. Opening
2. Agenda approval and appointment of the scrutineers
3. Checking the minutes from May 7<sup>th</sup>, 2019
4. Information from the Dean
5. Clinic of rheumatology and rehabilitation and Thomayer Hospital and 3FM – a joint workplace – Prof. MUDr. Widimský
6. Margaret Bertrand Award – Doc. MUDr. Rambousková
7. Announcement of elections for the Academic Senate of 3 MF CU – for 2019 – 2022
8. A proposal to assign MUDr. Jaroslav Šrám to the Scientific Council
9. Entrance exam tests for 2020/2021 – MUDr. Marx
10. Awarding the commemorative medals to Doc. MUDr. Bednář and Prof. MUDr. Beneš, marking their jubilee – Prof. MUDr. Džupa
11. Accreditation of post-graduate program: DSP – Experimental Surgery – Doc. MUDr. Duška
12. Dealing with emergency matters over the summer holidays – Mgr. Vácha
13. Miscellaneous

**Ad 1) Opening**

18 senators were present at the opening, the AS was eligible to make decisions. 1 senator arrived in the course of the meeting, and joined the vote.

The Chairman of the AS addressed the necessity to deal with the points No. 9 and 10 in the session, as well as No. 11 which are of great importance.

**Ad2) Approval of the session agenda, assigning the scrutineers**

There were no objections, no further suggestions or changes from the senators concerning the session.

**Conclusion:**

**The program of the session was approved by tacit consent.**

The scrutineers elected were: Doc. MUDr. Sukop (teachers' chamber), student Michenka (students' chamber)

**Ad 3) Checking of the minutes from May 7<sup>th</sup>, 2019**

Mgr. Vácha brought up the important issues from the session held on May 7<sup>th</sup> 2019, in particular:

- a number of applying students, decline in numbers of applicants for both Czech and English curricula – presented by MUDr. Marx;
- a proposed budget for the year 2019 – presented by the Secretary of faculty – JUDr. Mužíková;
- evaluation of the previous semester.

There were no objections or suggestions made concerning the record of the minutes from May 7<sup>th</sup>, 2019.

**The minutes from May 7<sup>th</sup>, 2019 were approved by tacit consent.**

**Ad 4) Information from the Dean**

- the transformation of ownership of the building No. 19 – all the documents approved by the Minister of Health and the Minister of Finance are prepared for the Czech government session and consequently to be entered into the Register of Property. The Dean thanked JUDr. Mužíková and JUDr. Ryneš who successfully brought the matter to its finale;
- graduation ceremony for the graduates from the General Medicine program will be held on July 17<sup>th</sup>, 2019; there will also be organised a farewell gathering at the faculty on July 16<sup>th</sup>, 2019;
- the entrance examination for the new post-graduate (DSP) program: Cardiovascular Sciences - took place last week. The 5-member committee comprised of 2 representatives of 3<sup>rd</sup> FM, 1 representative of 2<sup>nd</sup> FM, 1 from Plzen FM and 1 representative from IKEM - accepted 11 applicants, who scored from 55-100 points.

Discussion: none

**Conclusion:**

**The AS 3 FM CU acknowledged the information from the Dean.**

**Ad 5) The Department of Rheumatology and Physiotherapy of Thomayer hospital (TN) and 3FM CU – a joint workplace – Prof. MUDr. Widimský**

There have been efforts made to extend the number of clinical workplaces in order to increase the level of teaching, as a consequence of admitting a higher number of applying students. This Department of Thomayer Hospital is on very high level, including the high-quality rehabilitation workplace.

Discussion:

MUDr. Hugo – inquiry about a wider use of the workplace and specialists in TN  
Prof. Widimský – such inquiry should be directed to the TN Hospital

**Conclusion:**

**The AS 3FM CU in compliance with article 10, paragraph 1, letter a) of Status of 3FM CU approved of the proposal for establishing a joint workplace at the Dpt. of Rheumatology and Physiotherapy of Thomayer hospital and 3 FM CU.**

Vote: 18, 0, 0.

**Ad 6) Margaret Bertrand Prize – Doc. MUDr. Rambousková**

Doc. Rambousková reminded the present senators of the regulations for awarding the Prize:

- the study results average during the whole course of study up to 1.2;
- extra-curricular activities of the student which contributed to good reputation of the faculty.

6 students complied with the regulations for awarding the Prize, and 3 were nominated:

Alexandra Poláková, Zbyněk Pavličko a Jan Drozd.

All their materials (CVs and the lists of extra-curricular activities) were e-mailed to the Senators via the website of AS 3FM CU ahead of the time, so that they could learn about the nominees.

The students were one by one introduced to the members of the AS 3MF CU.

The AS assigned a 3-member committee to evaluate the secret vote, and the committee elected were: Doc. Rambousková (elected Chairman), Doc. Trnka and student Alžběta Kantorová.

The candidates - Pavličko, Drozd and Poláková presented one-by-one their extra-curricular activities.

Secret Vote:

There were 19 ballots issued, and 19 were submitted.



The result of the secret vote:

Jan Drozd	18 ballots
Zbyněk Pavličko	1 ballot
Alexandra Poláková	0 ballots

There was a written protocol of the vote recorded.

**Conclusion:**

**Margaret Bertrand Prize was awarded to student Jan Drozd.**

The Chairman of the AS 3FM thanked and congratulated all the nominees.

**Ad 7) Announcement of the Elections for the AS 3FM CU for the period 2019 – 2022, the term of: December 1<sup>st</sup>, 2019 – November 30<sup>th</sup>, 2022**

- **Mgr. Vácha**

The Academic Senate of the Third Faculty of Medicine (further “AS 3FM CU”) announces the elections for the AS 3FM CU, for the term of: 1/12/2019 – 30/11/2022.

**The elections will be held on:**

**Tuesday, November 5<sup>th</sup>, 2019 (9:00 – 16:00)**

**and Wednesday, November 6<sup>th</sup>, 2019 (9:00 – 15:00).**

The place of elections:

- the building of the Dean’s Office, 3 FM CU, Ruská 87, Prague 10 – Room 223 – for Academic Staff;
- the building of the Dean’s Office, 3FM CU, Ruská 87, Prague 10 – Entrance Hall – for all students.

In case of repeating the elections, the dates suggested:

November 12, 2019 – Tuesday (9:00 – 16:00),

November 13, 2019 – Wednesday (9:00 – 15:00).

Possibly:

November 19, 2019 – Tuesday (9:00 – 16:00),

November 20, 2019 – Wednesday (9:00 -15:00).

The election committee which will supervise and control the course of elections will be assigned at October session of the AS 3FM CU.

Recorder: Ing. Ludmila Sádecká, the secretary of AS 3FM CU,

[ludmila.sadecka@lf3.cuni.cz](mailto:ludmila.sadecka@lf3.cuni.cz), tel.: 267102170

**The election committee will elect a chairman from the academics’ and vice-chairman from the students’ representatives.**

**The members of the academic community will propose the candidates by submitting their names to the ballot boxes placed at the Dean's Office during the month of September, not later than October 30<sup>th</sup>, 2019, at 10:00.**

a) The proposals of candidates have to be submitted in written form and must include:

- name and surname of the candidate, his workplace or year of study,
- a chamber to which the candidate belongs (academics/students),
- a name of a part of AS for which the candidate intends to be elected:
  - academics from clinical workplaces,
  - academics from theoretical workplaces,
  - students of bachelor's programs,
  - students of master's program in Czech language,
  - students of master's program in English language
  - post-graduate students.

b) There will be a proposed form introduced and released (on the faculty intranet) which will be possible to use (it is not obligatory to use the form as long as a proposal will include all information requested).

**The following representatives of the faculty cannot be elected:** the Dean, Vice-Deans, the Secretary of the faculty, as long as they do not resign.

**Proposals submitted after the deadline, not submitted to the ballot box or those which will miss all the requested information will not be registered for the elections.**

The elections for the AS 3FM CU must comply with the Elections Regulations of the AS 3FM CU.

Discussion: none

**Conclusion:**

**The AS 3FM CU approves, in compliance with the Election Regulations of AS 3FM CU, the announcement of elections for the AS 3FM CU for the period 2019 – 2022 in all points as proposed.**

Vote:

19, 0, 0.

**Ad 8) A proposal to assign MUDr. Jaroslav Šrám, PhD, to the Scientific Council**

Doc. Stehlík resigned from the Sc. Council due to his personal reasons. MUDr. Šrám showed interest to cooperate with the faculty, and it is also necessary to complete the number of external members of the Scientific Council of 3FM CU.

Election:

A committee for a secret vote was assigned, including these members:

Doc. MUDr. Rambousková – an elected chairman,

Doc. MUDr. Trnka and Alžběta Kantorová.

Vote: 19, 0, 0.

19 senators were present at the time of the election, 19 vote ballots were issued, and 19 ballots were submitted.

By 19 positive votes, MUDr. Šrám was elected a regular member of the Scientific Council of 3FM CU.

There was a written record of the election made.

Discussion: none

**Conclusion:**

**AS 3FM CU approves, in compliance with article 10, paragr. 1, letter f) of Status of 3FM CU, that MUDr. Šrám will be assigned a regular member of the Scientific Council of 3FM CU.**

**Vote: 19, 0, 0.**

#### **Ad 9) Entrance examinations 2020/2021 – MUDr. Marx**

A proposal is presented on the grounds of statement §27, paragraph 1, letter e) of Law No. 111/1998 Col. on university education, in its effective version.

There will be only minor (cosmetic) changes, an increased number of students. In comparison with the materials sent, there will be a change of date – the date of the examinations will be shifted one week forward.

Discussion:

Renza – if the change of date had been reported to the Rectorate and other medical faculties in Prague;

Doc. MUDr. Trnka – the Rectorate had been informed, not the other faculties.

But, as the 3FM will be the first in the order of the entrance examinations among the Prague faculties in the year 2020/2021, there does not seem to be a problem concerning the date.

Doc. MUDr. Sukop – if there is a possibility to regulate the number of males and females. If the current trend does not change, there are not going to be any male surgeons soon in the future.

Doc. Trnka – it is not possible.

**Conclusion:**

**The AS 3FM CU, in compliance with §27, paragraph 1, letter e), of Law No. 111/1998 Col. on university education in its effective version , approves of Rules and regulations for entrance examinations for 3FM CU in the academic year 2020/2021.**

Vote: 19, 0, 0.

**Ad 10) Awarding commemorative medals to Doc. MUDr. Bednář and Prof. MUDr. Beneš to mark their jubilee – Prof. MUDr. Džupa**

The point was presented by Mgr. Vácha.

Discussion: none

**Conclusion:**

**AS 3FM CU approves of the proposal and gives consent to decorate Doc. Marek Bednář and Prof. Jiří Beneš with commemorative medals to mark their jubilee.**

Vote: 19, 0, 0.

**Ad 11) Giving authorization to implement DSP Experimental Surgery – Doc. MUDr. Duška**

A request was made to give an authorization for the study program within the institutional accreditation in the field of education.

The program is shared by 1<sup>st</sup> FM CU, 2<sup>nd</sup> FM CU and 3<sup>rd</sup> FM CU.

The material was approved by the Scientific Council of 3FM CU.

Discussion: none

**Conclusion:**

**The AS 3FM CU approves of the proposal for authorization to pursue with the post-graduate program „Experimental Surgery,“ shared by all three medical faculties of CU in Prague, and also in cooperation with an Institute of Czech Academy of Sciences.**

Vote: 19, 0, 0.

**Ad 12) Dealing with emergency matters during the summer holidays – Mgr. Vácha**

Mgr. Vácha addressed the necessity to address the leaders of the AS 3FM CU to deal with emergency matters concerning the AS 3FM during the months when the AS does not hold sessions.

Discussion: none

## **Conclusion:**

**The AS 3FM CU authorizes the board of AS 3FM to deal with emergency matters during the summer holidays, and to report about such matters to the representatives of AS at October session.**

Vote: 19, 0, 0.

## **Ad 13) Miscellaneous**

- Doc. Sukop – thanked the students' chamber for releasing their disapproving statement concerning the complaints of student Petrov – students opposed the criticism concerning the Clinic of plastic surgery
- Prof. Widimský – the problem was discussed in the Dean's Collegium, it was pronounced that student Petrov wants to gain publicity, and it was stated that the best reaction will be not to dissect and address the statements of the student. The student does not call for an action, but rather is hungry for publicity and is possibly aiming a political career.
- Prof. Anděl – addressed the student's comments about the “miserable“ teaching at the faculty. As the student is studying at 3FM at the moment, he should show some evidence. The leaders of the faculty had been working on enhancing the quality of teaching at 3FM, and it seems to him that his comments are groundless.
- Lauer – the students' chamber wanted to express that student Petrov does not speak on behalf of all students of 3FM. They met up with him in the past, and he was offered to discuss his criticism on the faculty level (through the students' representatives in the AS, or directly in person), but he never used such opportunity;
- Renza – we are ready to negotiate with him on regular basis and constantly so he could express his proposals on the faculty level;
- Prof. Arenberger – he should not criticize parts of teaching which he has not experienced yet, and which are scheduled for his following year of study. First, he should learn the methodology, the data, as a future doctor, and then come to conclusions.
- MUDr. Havrda – the student harms the reputation of the whole university issuing such statements and defamations – based on the article 15 of Ethic Codex of CU.
- Mgr. Vácha – congratulated Ivo Barabáš on successful graduation.
- Also senators: John Erik Anders Plate and Joud Belal graduated successfully.

**Next session of the AS 3FM CU will take place in the Session Room of Radana Königová, on Tuesday, October 8<sup>th</sup>, 2019, at 14:30.**

Mgr. Et Mgr. Marek Vácha, PhD, a. p.  
Chairman of AS 3FM CU

Edited by: Mgr. Vácha, Doc. MUDr. Votava, Lauer, Prof. Widimský

Recorded by: Ing. Sádecká

June 14, 2019

## **Minutes of the 22nd Senate Session of the Third Faculty of Medicine that took place in the Session Room of Radana Königova, room No. 223, on October 8th, 2019, at 14:30**

Attendee: according to the attendance list

Excused: according to the attendance list

### **Program:**

1. Opening
2. Approval of the session agenda, assigning the scrutineers
3. Checking the minutes from June 11th, 2019
4. Information from the Dean
5. Real estate entrustment No. 3986/1, No. 3986/3, cadastral office Vinohrady (Building B) under administration of 3 FM CU– MUDr. Marx on behalf of prof. MUDr. Widimský
6. Information on new Heads of departments - MUDr. Marx on behalf of prof. MUDr. Widimský
7. Information on Simulation Centre – doc. MUDr. Duška
8. Awarding the commemorative medals of 3 FM CU to prof. MUDr. Věra Adámková, CSc. and MUDr. Pavel Březovský, MBA – prof. Džupa
9. Letter from doctors from 2nd Department of Internal Medicine – Dr. Vácha
10. Approval of the members of the Election Committee for the election to the Academic Senate 3 FM CU for the period 2019- 2022 - Dr. Vácha

### **Ad 1) Opening**

20 senators were present at the opening, the AS was eligible to make decisions. 5 senators arrived in the course of the meeting, and joined the vote.

### **Ad2) Approval of the session agenda, assigning the scrutineers**

There were no objections, no further suggestions or changes from the senators concerning the session.

#### **Conclusion:**

The programme of the session was approved by tacit consent. The scrutineers elected were: **doc. MUDr. Trnka** (teachers' chamber), **Alžběta Kantorová** (students' chamber)

### **Ad 3) Checking of the minutes from June 11th, 2019**

Mgr. Vácha brought up the important issues from the session held on June 11th 2019, in particular:

- Jan Drozd was awarded Margaret Bertrand Prize 2018
- Announcement of elections to the Academic Senate of the 3rd Faculty of Medicine, Charles University 2019 - 2022 for the term of office 1 December 2019-30 November 2022
- Admission requirements at the 3 FM CU for the academic year 2020/2021.

There were no objections or suggestions made concerning the record of the minutes from June 11th, 2019.

**Conclusion:**

**The minutes from June 11th, 2019 were approved by tacit consent.**

**Ad 4) Information from the Dean - prof. MUDr. Widimský**

**Presented by Dr. Marx**

**Ownership of The National Institute of Public Health (NIPH) building:**

- since 17 July 2019 CU is a valid owner of the building + land

The last formal step to take care of the building is the approval of the AS 3FM CU.

As part of the reconstruction in 2020, there will be classrooms in the building, space for students clubs, study division and there is a large space on the ground floor - can be used as a library and/or gym, etc.

**New Heads of the departments from October 1st 2019**

Based on competitions new Heads of departments were appointed at joint workplaces of the 3rd Faculty of Medicine, Charles University and Thomayer Hospital

- Department of Neurology 3 FM CU and Thomayer Hospital: doc. MUDr. Robert Rusina, Ph.D.
- Department of Rheumatology and Rehabilitation: MUDr. Petr Kopsa
- 2nd internal department of 3 FM CU and Thomayer Hospital: prof. MUDr. Ivan Rychlík
- Department of Laboratory Diagnostics: doc. MUDr. Helena Žemličková, Ph.D.
- Department of Children and Adolescents: prof. MUDr. Milan Bayer, CSc.
  
- Positive development of the faculty management- funds have been increased to purchase teaching materials, materials and services- in addition the quarterly bonus paid by faculty. Departments were allowed to purchase consumables or services related to teaching in the second half of 2019 beyond the limits previously allocated. In addition to regular performance bonus (for publishing activity and for education) and quarterly bonus - distribution of bonus is in the competence of the Heads.

**Important dates of the 3rd Faculty of Medicine for the academic year 2019-20**

27/09. 2019 golden graduation ceremony  
01/10 2019 meeting of the Heads of departments  
11/10 2019 matriculation ceremony 3 FM CU (09:00)  
25/10. 2019 graduation ceremony in Bachelor's programme (Bc.)  
05/11 2019 graduation ceremony in Master's programme (MUDr.)  
05/11 – 06/11 2019 election to the AS 3 FM CU  
08 –09/11 2019 off-site meeting of 3 FM CU (Tábor)  
15/11. 2019 30th anniversary of November 17th at 3 FM CU  
02/03 2020 meeting of the Heads of departments  
01/06 2020 meeting of the Heads of departments



Changes in doctoral studies aimed at increasing its success rate (Dean's Direction 5/2019), presented by prof. **MUDr. Šlamberová**:

**Positive** motivation for timely and successful completion. Bonus for tutors

- Extraordinary scholarship for students (apply before the defence so that the money can be paid straight after a successful defence – it is not possible later!)

**Negative motivation:**

More frequent evaluation of “C” followed by the termination of the 1st year of study for PhD students who fail to meet the requirements in the 1st year of study and do not prove of their deep interest in it. Choice of three options - an English exam, an article in a journal, or methodology course (for non-medics led by MUDr. Bernášková).

**Prevention of plagiarism**

- 15/2019: Comparing texts of theses and their storage in inter-university and international databases of theses
- 16/2019: Making the electronic database of theses available
- Inter-university database: **Theses.cz** (MUNI)
- International database: **Turnitin**

We must also introduce regulations at the faculty, the Dean's directive will be a manual of what the student must do in order to avoid plagiarism.

**Termination of accreditation of these specialties:**

In 2019 accreditation of these specialties will be terminated:

- Dermatovenerology 31/08 2019
- Pathology 31/08 2019
- Medical physiology and pathology 30/11 2019
- Psychiatry 30/11 2019
- Surgical specialties 30/11 2019
- Hygiene, preventive medicine and epidem. 30/11 2019

**In 2020 accreditation of these specialties will be terminated:**

- Anatomy, histology, embryology 31/01 2020
- Pediatrics 31/07 2020
- Dermatology 31/08 2019
- Pathology 31/08 2019

**New accreditation for habilitation procedure and professor appointment**

New accreditations and reacreditations:

- Gynaecology and Obstetrics until 17/04 2029
- ENT until 17/04 2029
- Cardiology until 05/06 2029
- Dermatovenerology until 11/08. 2024
- Pathology until 15/09 2029
- Medical physiology and patol. physiology until 15/09 2029

Other reacreditations:

- Psychiatry NAB (committee from 17/06)
- Surgical specialties NAB (committee from 25/07)

- Hygiene, Prevent. Medicine and . a epidemiol. NAB committee from 19/09
- Pediatrics approved by Scientific Board on 03/10 2019

**Project of the Ministry of Education, Youth and Sports “Development and Renewal of the Material and Technical Base of Medical and Pedagogical Faculties of the Higher Education Institutions - 2020 – 2026**

Reconstruction of building B - phase 1 - without major construction changes, in the second phase there will be some.

**1) Air - conditioning and ventilation in Building A**

**2) Reconstruction of Building B**

- 3) Reconstruction of staircase Ke Karlovu 4
- 4) Laboratory of neuro-autoimmune diseases
- 5) Radioisotope laboratory

**Reconstruction of Building B**

- First phase - implementation in 2020 (adaptation of the internal space for teaching and study purposes, establishment of study rooms or seminar rooms, exterior modification).
- The second phase - extension of the building according to the limits of the territory.
- Elaboration of an initial study of the possibilities and limits of development of Building B.
- Implementation: 2020 – 2026.

**Book „People of 3 FM CU“**

- Publication should introduce 3 FM CU by „its people“.
- Yesterday – today – tomorrow.
- Section TODAY.
- Heads of departments
- 3 pages of information and photos.

**Formal meeting of the academic community 15/ 11 2019 at 1600 at the Dean´s Office.**

**Discussion with the main protagonists of the Velvet Revolution at our faculty**

Prof. Höschl , MUDr. Roithová, Doc. Svoboda, MUDr. Šoltys, Band NÚDZ and doc. Zach

Invitation to the event Boston meets Prague – Jonáš Hall ,09/10 2019

Discussion: none.

**Conclusion:**

**AS 3 FM CU takes Dean´s information into account.**

**Ad 5) Real estate entrustment No. 3986/1, No. 3986/3 cadastral office Vinohrady (Building B) under administration of 3 FM CU– MUDr. Marx on behalf of prof. MUDr. Widimský**

**See Information from the Dean.**

Discussion:none

**Resolution: AS 3 FM CU approves the entrustment of so called building B under administration of 3 FM CU in accordance with Article 10, para. a) real estate parc. No. 3986/1, par. No. 3986/3 cadastral office Vinohrady)**

Vote: 24, 0, 0.

**Ad 6) Information on new Heads of departments - MUDr. Marx on behalf of prof. MUDr. Widimský**

**See information from the Dean**

Discussion: none

**Conclusion:**

**AS 3 FM CU takes the information on new Heads of jointly departments of 3 FM and Thomayer Hospital into account.**

**Ad 7) Information on Simulation Centre – doc. MUDr. Duška**

After the approval of a substantial change with an intervention in the legal act by the Managing Authority, an over-the-limit tender for equipment of the Centre with a closing date for tenders was announced (ex ante) on 5 November. The simulation centre will be located on the 2nd floor of the former repository and there will be 7 satellite centres in the teaching rooms of the Faculty Hospital Královské Vinohrady - closer to students, whose equipment was mostly in compliance with the requirements of individual departments.

The construction of the central simulation room at the Dean's office will be completed by the end of October.

Discussion: none.

**Conclusion:**

**AS 3 FM CU takes the information on Simulation Centre at 3 FM CU and FACULTY HOSPITAL KRALOVSKÉ VINOHRADY into account**

**Ad 8) Awarding the commemorative medals to of 3 FM CU to prof. MUDr. Věra Adámková, CSc. a MUDr. Pavel Březovský, MBA – prof. Džupa**

The proposal is submitted by the Dean, both of academics awarded significantly contributed to the preparation for the transfer of Building B to Charles University. The transfer of the building and land was resolved as a transaction in the public interest.

Discussion: none

**Conclusion:**

AS 3 FM CU acknowledges the submitted proposal and after discussion agrees with the commemorative medal of the 3rd Faculty of Medicine and the commemorative certificate of prof. MUDr. Věra Adámková, CSc. and MUDr. Pavel Březovský, MBA.

Vote: 25, 0, 0.

**Ad 9) Letter from doctors from 2nd Department of Internal Medicine - Dr. Vácha**

On the 30th September, 2019 Dr. Vácha received a letter from doctors from 2nd Department of Internal Medicine—against the intention of merging 1st and 2nd Department of Internal Medicine, currently headed by prof. MUDr. Rychlík, according to them, it is a non-conceptual solution. The letter is on the web.

**Discussion:**

**Prof. MUDr. Rychlík** said that prof. MUDr. Kršek left unexpectedly, it was necessary to prepare the concept of internal medicine at Faculty Hospital Královské Vinohrady. A committee was appointed (Dean, General Manager of Faculty Hospital Královské Vinohrady and doc. MUDr. Grill, + doctors), committee discussed it during the whole vacation, the Dean summarized the results at the beginning of September. The committee proposed the merger of departments, at the same time, competition for the Head was announced, prof. MUDr. Rychlík won.

**Prof. MUDr. Anděl** said that he was a member of that committee and according to him, there was no reason for a merger. There were no data, neither from teaching, nor from science. This was not taken into account.

The most complicated task for prof. MUDr. Rychlík is a different concept of both departments. Current concept has been preparing for more than twenty years. Mainly young doctors are afraid that grants will be reduced. It is necessary to look at the whole process from the point of view of patient's care, research and work.

**Doc. MUDr. Trnka:** it is a complicated issue – he suggests moving this to the next meeting, to invite doctors who wrote the letter. The Board of Directors of the Senate will get acquainted with everything and try to draw up an opinion, the Dean should comment.

**Prof. MUDr. Rychlík** – recommends to ask the opponents of the merger in a month: if they insist on the contents of their letter, he communicates with the staff sufficiently, expresses the hope that young doctors will change their minds.

**Conclusion:**

**AS 3 FM CU takes the information mentioned in the letter written by doctors from the 2nd Department of Internal Medicine into account.**

**Ad 10) Approval of the members of the Election Committee for the elections to the Academic Senate 3 FM CU for the period 2019- 2022 - Dr. Vácha**

**Volunteers for the Election Committee for the election into AS 3 FM CU**

**Chamber of Academics:**

1. MUDr. Lucie Hubičková Heringová, Ph.D., Department of Histology and Embryology
2. doc. RNDr. Anna Yamamotová, CSc., Department of Physiology
3. RNDr. Ivana Petříková, Ph.D., Department of Physiology
4. doc. Ing. Jana Vránová, CSc., Department of Medical Biophysics and Informatics.
5. MUDr. Eva Lahodová, Department of Languages
6. MUDr. Olga Jiroutová, Department of Stomatology

**Chamber of students:**

1. Jiřina Martinů, 2nd year, General Medicine
2. Tadeáš Brabec, 4th year, General Medicine
3. Martin Macháček, 2nd year, General Medicine
4. Anna Krejčová – individual study plan (between 1st and 2nd year of study, General Medicine)
5. Lucie Hrubá – 1st year, General Medicine
6. Vadim Kablukov - 1st year, General Medicine
7. Veronika Koudelková –3rd year, General Medicine.
8. Michal Pancák – 2nd year, General Medicine
9. Eliška Máchová – 1st year Nutritional Therapy

Discussion: none

**Resolution:**

**AS 3 FM CU approves the names of candidates into Election Committee for the election to AS 3 FM CU for the election period 2019 – 2022 in accordance with the list presented.**

Vote: 24, 0, 0.

## Miscellaneous

1.

**Doc. MUDr. Trnka –CU has signed a partnership agreement with Home Credit – CU's main partner, while both parties commit to avoid actions that could harm both sides.** It breaks academic freedoms - it will be dealt with by the AS CU, as the Rector did not consult the Senate on this step. **MUDr. Havrda-** CU issues statement, CU does not limit the right of academics if they present their opinion somewhere, if the university management needs to show that it is not the official opinion of the university

**Prof. MUDr. Anděl-** opinion of Scientific Board –it accepts its own opinion, then it is no longer the opinion of one person, but of a certain section of the university.

**Prof. MUDr. Toušek** –was this discussed in AS CU?

**MUDr. Havrda** – no

**Senator Renza** – we have already applied for this issue to be included at the AS CU session.

**Senators agreed to discuss this issue at the next session of AS 3 FM CU**

2.

**Doc. MUDr. Duška** – thanked to Ms Radka Tichá for the organization of summer school, next year Copenhagen will organize it.

3.

**Mgr. Vácha** – asked senators to participate in the last session of AS 3 FM CU held after the election and off-site meeting in November.

**Next session of AS 3 FM CU will be held on Tuesday, November 12th, 2019 at 1430 in prof. MUDr. Radana Königová Room.**

Mgr. et Mgr. Marek Vácha, Ph.D.  
Chair AS 3. LF UK

Edited by: Mgr. Vácha, David Lauer, doc. MUDr. Votava, doc. MUDr. Duška

12/10 2019

11/08 Aug 7, 2016 - 2019 3FM CU

Minutes of the 23rd regular session of the Academic Senate of the 3rd Faculty of Medicine of Charles University, held on November 12, 2019 at 2.30 pm in the conference hall of prof. MUDr. Radana Königová at the Dean's Office, room No. 223.

**Program:**

1. Opening
2. Approval of the program, identification of scrutineers
3. Check of the minutes of 8 October 2019
4. Dean's information
5. Admission procedure for doctoral students - prof. MUDr. Šlamberová
6. Granting scholarships for outstanding academic achievements - MUDr. Marx
7. MUDr. Eva Krauzová's speech about the letter sent to the Academic Senate on September 30, 2019
8. Summary of the work of the Academic Senate for the term of office, handover of Commemorative certificates,  
Results of elections to the Academic Senate  
from 1. 12. 2019 to 30. 11. 2022 - Mgr. Vácha

**Ad 1) Opening**

There were 21 senators present, the Senate was a quorate. During the meeting, two more senators took part in the vote.

Mgr. Vácha welcomed all present, including some newly elected Senators who attended the meeting as guests.

**Ad 2) Approval of the program, designation of scrutineers**

None of the senators commented on the content of today's meeting. The agenda for today's meeting was approved by tacit approval.

**Conclusion:**

**The AS of the 3rd Faculty of Medicine approved the program by tacit approval.**

**The scrutineers were designated:**

for the Pedagogical Chamber: **prof. MUDr. Petr Toušek**

for the Student Chamber: **Jakub Slezák**

**Ad 3) Check of the minutes of 8 October 2019**

Mgr. Vácha recalled the items of the meeting of 8 October - in particular:

- real estate entrustment parc. C. 3986/1, par. C. 3986/3 k.ú. Vinohrady (called Building B) to Administration of the 3rd Medical Faculty,
- information on new heads of hospital departments
- overview of accredited fields for which new accreditation has to be applied for.

There were no comments on the minutes of the meeting on October 8, 2019, which was posted on the website

**Conclusion:**

**The minutes of 8 October 2019 were approved in tacit agreement.**

**Ad 4) Dean's information - prof. MUDr. Widimský**

- thanks to the leaving members of the Academic Senate for their work,  
- the external meeting held a debate on who and who is not an academic within the meaning of the law. In accordance with the law, academic staff of university are employees who carry out both pedagogical and scientific activities.

Academic staff are professors, associate professors, senior lecturers, lecturers and scientific assistants and researchers involved in pedagogical activities.

Academic staff at a public higher education institution are filled at according to the selection procedure. The selection procedure is not necessary for employees who ask for an extension of their contract. Academic staff are not those who perform activities at the faculty under a special agreement and this is not their main occupation.

- career rules will be prepared,

- **The result of admission procedures at all 8 FM in the Czech Republic** –3766 admitted students, 2297 registered, this year increased by 22%.

- **The economic development of the faculty 2017-2019** - is favorable: increased income (higher support from the state + more projects received) as well as expenditure (number of wages - 23 new prospective receivables among 113 new workers) in 2019 (compared to 2017) almost CZK 100 million. The economy is balanced, the faculty is free of debts.

- **Development of the number of newly acquired PhD students**

Newly enrolled in the 1st year: in 2014 - 63, in 2017 - 48, in 2019 - 93. Number of all PhD students (all years): in 2014 - 287, in 2017 - 335, in 2019 - 391.

- Promotion of the ball

- Joint Dean's Day with 2nd Medical Faculty - in October 2020,

- meeting of all Medical Faculty in Mariánské Lázně,

- invitation to the Christmas concert on 18 December 2019,

- autumn evaluation of publications,

- issuing a decree of the Ministry of Health on tests after graduation,

- checks on plagiarism prevention work, new software programs,

- tightening of the final evaluation of PhD students at the end of the 1st year,

- report on the external meeting held in Tábor,

- the ceremony of the academic community meeting - 15 November 2019 from 4 pm.

Discussion with the main protagonists of the Velvet Revolution at our faculty: Höschl,

MUDr. Roithova, Doc. Svoboda, MD Šoltys,

Music band NÚDZ with doc. MUDr. Zach.

**Discussion:**

Mgr. Vácha: on the definition of an academic within the meaning of the law: we discussed this issue with dr. Staša from the Legislative Commission of the RUK, from whom we received a written statement, which was sent to all employees.



### **Ad 5) Admission procedure for doctoral students - prof. MUDr. Šlamberová**

Prof. MUDr. Šlamberová - submitted documents, 11 study programs, listed below in the resolution. She stated that point scales and a minimum number of points for admission to study must be established in advance. Conditions for study are determined by the Subject Board headed by the Program Guarantor. Our faculty determines the admission procedures for the doctoral study program Preventive Medicine and Cardiovascular Sciences. We accept the others from the guarantors of other faculties within the framework of the Doctoral study program in biomedicine. The material passed the approval at the Rectorate, it is the final form of the material.

Discussion: not

#### **Resolution:**

**According to Art. 10 par. e) of the Statute of the 3rd Faculty of Medicine, Charles University, AS approves the conditions for admission to the accredited doctoral study programs in full-time and part-time form of study in Czech and English language with standard length of four years in the academic year 2020/2021 for the following study programs:**

- **Biochemistry and pathobiochemistry**
- **Cell biology and pathology**
- **Experimental surgery**
- **Pharmacology and toxicology**
- **Human Physiology and pathophysiology**
- **Medical biophysics**
- **Cardiovascular Sciences**
- **Neurosciences**
- **Preventive medicine**
- **Immunology**
- **Molecular and cell biology, genetics and virology**

Votes: 23, 0, 0.

### **Ad 6) Granting scholarships for outstanding study results - MUDr. Marx**

The present proposal is based on the rules laid down in the Scholarship Regulations of Charles University and on the current amount of the fund. The proposal was discussed and approved by the Dean of the 3rd Faculty of Medicine of Charles University on 7 November, 2019.

In accordance with Article 4 (4) of the CU Scholarship Regulations and the Rules for Granting Scholarships at the 3rd Faculty of Medicine, the Dean submits his decision to award merit scholarships for outstanding study results.

Students are divided into 6 groups based on the cited regulation:

A - all Bachelor's degree programs

B1 - Mgr. program 2nd year

B2 - Mgr. program 3<sup>rd</sup> year

B3 - Mgr. program 4<sup>th</sup> year

B4 - Mgr. program 5th year

B5 - Mgr. program 6th year

The following obligations arise from the provisions of the CU Scholarship Code:

a) scholarships in each group must be awarded to the first ten percent of students (ranked by grades)

b) the minimum amount of scholarship is CZK 10,000, the maximum amount of scholarship is CZK 50,000

The scholarships are paid from special-purpose funds - from the scholarship fund, which is created by collected fees for longer studies. The amount of CZK 3,329,090 is in the scholarship fund as of 5 November 2019.

Based on the results of the past academic year, the number of students is as follows:

Group	Grade average	Number of students	% of students
A	1.00	2	13,04%
	1,38	22	
B1	1,00	12	10,95%
	1,25	18	
B2	1.00	43	19,20%
B3	1,00	6	10.22%
	1.29	17	
B4	1,00	4	17,79%
	1,33	33	
B5	1,00	16	20,92%
	1,13	25	
Total		198	

Discussion: it was not

**Resolution:**

**The Academic Senate of the 3rd Faculty of Medicine of Charles University in accordance with Article 4 (4) of the Scholarship Regulations of Charles University agrees with the Dean's proposal for the amount of scholarship for excellent study results for the academic year 2018/2019 CZK 24,000 and CZK 14,000**

Votes: 23, 0, 0.

**Ad 7) Speech of MUDr. Eva Krauzová on the letter sent to the Academic Senate on 30 September 2019**

The speech concerned the attitude of some doctors of 2nd Internal Department to the intended purpose to merge 1<sup>st</sup> and 2<sup>nd</sup> Internal Departments.

In the summer after the termination of employment of prof. MUDr. Krška the head of 2<sup>nd</sup> Internal Department, a group of doctors sent a letter to all members of the appointed working committee and hospital management opposing the intention to merge the departments.

They consider the clinic still stable, with a stable team where most colleagues work on part time and combining their activities with scientific work. The current concept is functional and attractive, it has been developed for many years. Therefore, they insist on maintaining the independence of 2<sup>nd</sup> Internal Department.

In their view, the concept of merging the departments needs to be elaborated and calls for a vision of this organizational change. They expressed concern that the quality of basic pillars of 2<sup>nd</sup> Internal Department will be endangered.

Another of the participating doctors said they were turning to an independent “observer” with an emphasis on maintaining the current quality of scientific work and teaching quality.

Discussion:

**Doc. MUDr. Trnka:**

question to the Dean - what is the plan of the procedure.

**Dean:**

No specific proposal to merge clinics has been submitted (or created!) yet, it is a consideration which is not elaborated in the form of a concrete proposal. Therefore, I don't see any reason why this should be addressed by the AS 3<sup>rd</sup> Faculty. The director of the FNKV and the dean of the 3<sup>rd</sup> Faculty of Medicine established a 9 - member commission of which 6 members supported the idea of a future merger of both departments. The conclusions of the Commission explicitly recommend maintaining of 2<sup>nd</sup> Internal Department and transfer the current 1<sup>st</sup> Internal Department under 2<sup>nd</sup> Internal Department). By possible mergers of the departments 2<sup>nd</sup> Internal Department would become more significant.

Both directors of the hospital (former doc. MUDr. Grill and current prof. MUDr.

Arenberger) as well as the Dean of the 3<sup>rd</sup> Faculty of Medicine consider such a step rational.

From the faculty point of view, 2<sup>nd</sup> Internal Department is an excellent research and teaching workplace, on the contrary 1<sup>st</sup> Internal Department lags behind in its research activities. However, this may also be related to the fact that The First Internal Department has a greater share of routine duties within the hospital. The main impulse to consider merging the two clinics arose from problems with the operation of internal disciplines (except cardiology and hematology) within the hospital, not the faculty. Prof. MUDr. Rychlík won the tender and was appointed Head 2<sup>nd</sup> Internal Department for two years. He will lead both dpps for a while and prepare a concept for their future merger. This will be submitted first to the Director of the FNKV and the Dean of the 3<sup>rd</sup> Faculty of Medicine. If the director and dean approve the concept they will submit it to the Academic Senate of the 3<sup>rd</sup> Faculty of Medicine. Dean also informed the senators about the solution of internal disciplines in other university hospitals – only Hradec Králové and VFN have the same number (4) of internal departments as FNKV. All the others teaching hospitals in the Czech Republic have only two, max. three. Therefore, even in this context, the considered step appears as rational.

**Prof. MUDr. Rychlík:**

He commented on the submitted material already at the last AS meeting. He now summarizes the selected points:

- gradually talked to all the leading doctors of individual fields and departments at the 2<sup>nd</sup> Internal Department. He also spoke in detail to a group of doctors - PGS students. He confirmed that this communication would be continuous, not one-off;
- explained at all meetings his position on individual issues. He repeatedly stated that the proposed changes would practically not affect current PGS students, that their involvement in hospital work would only be up to the amount of their work at FNKV, resp. teaching activities up to the amount of time at the 3rd Medical Faculty;
- repeatedly stated that the new system of involvement of workers in hospital activities must be fair, equal, legible, straightforward, transparent and easy to control;
- the new concept of internal disciplines is based on the further development / development of industry-oriented divisions, which will have a higher degree of autonomy in terms of their expertise and equal / fair position of the parties on general internal issues (admission of patients,
- the new concept should take over and unify what works better in the departments than elsewhere;
- the new concept should be interesting not only for young doctors and doctors in the position of PGS, but also for future LF graduates - if the clinic is unified and there is close cooperation with the Third Internal Department this may be a good prerequisite for comprehensive and systematic education in the field of general internal medicine and in the field of individual sub-disciplines. This system should enable both the early field specialty with an attestation as well as a broad education in internal medicine,
- PGS and graduates will be able to focus on their further activities, whether scientific, educational or practical, internal medicine.

**As regards the immediate procedure:**

- unification of clinics must be approved by the AS on the proposal of the Dean. Until this proposal is submitted, the current way of working on both 1st and 2nd Internal Departments, including their organizational structures will not be changed.
- the unification process must be preceded by the development of a concept for the further development of internal medicine. This concept is currently being developed, with the participation of current internal fields leaders as a guarantee of the fair position of the individual sub-disciplines of internal medicine;
- the new concept has the ambition to address also the fields of internal medicine currently not represented in the FNKV (eg pulmonary medicine);
- the unification process must be carried out prudently, it must not lead to an escalation of personnel problems, demolition of functional teams;
- merger of 1st and 2nd Internal Departments should make the position of the faculty and the hospital more attractive;
- discussion at all levels will be continued.

**MUDr. Hugo:**

Asked if the situation in the availability of pneumology and rheumatology in FNKV will be improved.

**Prof. MUDr. Rychlík:**

There is a common vision for the internal fields to be complete.

**Doc. MUDr. Trnka:**

He requested that the Dean or prof. MUDr. Rychlík introduce the vision of the merger during the next AS session

**MUDr. Krauzová**

A commission to merge the internal departments were created, we perceive at the clinic that the proposal specifically exists; we do not yet know what it should look like and what the reason is for merging the departments. There is a problem with the central admission department, however, we don't see it as a reason for merging the internal departments.

**Prof. MUDr. Gürlich**

He supported the intention of the merger, which he liked more than the current situation, and said that prof. MUDr. Rychlík was supposed to get a chance. He stated that previously there were three surgical departments in the hospital and their merging into one was certainly a step in the right direction. The point is to do medicine in FNKV better.

**Dean:**

today we have a debate prematurely, I saw the proposed intention of the Commission, prof. MUDr. Rychlík was given two years to realize the intention. Let's discuss it when a comprehensive proposal is submitted.

**Conclusion:**

**As 3FM takes information presented by MUDr. Eva Krauzová and the following discussion into account.**

**Ad 8) Summary of the work of the Academic Senate for the term of office, handover Commemorative Sheets, Results of Academic Senate Elections for the period from 1 December 2019 - 30 November 2022 - Mgr. Vácha**

Many thanks to all volunteers, both teachers and students.

The elections were attended by:

Members - Teachers:

1. MUDr. Lucie Hubičková Heringová, Ph.D., Department of Histology and Embryology, Chairwoman,
2. doc. Ing. Jana Vránová, CSc., Institute of Medical Biophysics and Medical Informatics
3. MUDr. Olga Jiroutová, Dental Clinic

Alternate:

4. MUDr. Eva Lahodová, Department of Languages
5. doc. RNDr. Anna Yamamotová, CSc., Institute of Physiology

Students:

Members:

1. Anna Krejčová - individual study plan (year-on-year between 1st and 2nd year, general), vice-chairwoman,
2. Lucie Hrubá - 1st year, general m.
3. Vadim Kablukov - 1st year, general m.

Alternate:

4. Michal Pancák - 2nd year, general.
5. Tadeáš Brabec, 4th year, general.

### **Election result - posted on the web and sent to all employees and students:**

Senators elected to the Academic Senate of the Third Faculty of Medicine for the 2019 - 2022 election period on 5 and 6 November 2019

#### **STUDENTS**

##### **Master's degree in Czech**

288 Sychra Tomas

272 Lauer David

##### **Master's degree in English**

214 Sousa Palma

195 Berentsen Ruben Svela

##### **Bachelor programs**

103 Vernerová Kateřina

97 Koudelkova Katerina

##### **Doctoral study program**

218 Fuksa, MD Jacob

139 Pinkasova, MUDr. Theresa

xxxxxxxxxxxxxxxxxxxxxxxx

251 Grygarová Kateřina

250 Renza Methodius

185 Skamene Stanislav

184 Horak Martin

182 Cieslar Ondrej

171 Atakhanova Anora

162 Hrdlička Filip

157 Kagasov Samuel

## **ACADEMICS:**

### **Hospital departments of the 3rd Faculty of Medicine - ranking according to the number of votes received**

- 75 Toušek Petr prof., MUDr., Ph.D. 3<sup>rd</sup> Dept. of Internal Medicine - Cardiology
- 75 Votava Felix doc., MUDr., Ph.D. Department of Children and Adolescents
- 70 Havrda Martin, MUDr. First Department of Internal Medicine
- 66 Džupová Olga, doc., MUDr., Ph.D., Department of Infectious Diseases
- 62 Gojda Jan MUDr., Ph.D., 2<sup>nd</sup> Dept. of Internal Medicine
- 60 Bankovská Motlová Lucie prof., MUDr., Ph.D., Department of Psychiatry and Medical psychology, Division of Medical Psychology
- 57 Novák Jan doc., MUDr., Ph.D., Hematology
- 56 Hajer Jan, MD, Ph. 2<sup>nd</sup> Dept. of Internal Medicine

### **Theoretical Departments of the 3rd Faculty of Medicine - ranking according to the number of votes received**

- 105 Vacha Marek Mgr. et Mgr., Ph.D., Dept.of Ethics and Humanity Studies
- 71 Bernášková Klára MUDr., CSc., Dept. of Pathophysiology - Karlov
- 68 Svobodová Hana PhDr., Ph.D., Department of Nursing
- 51 Dáňová Jana MUDr. Dept. of Epidemiology and Biostatistics
- 48 Čelko Alexander, Martin, doc., MUDr., CSc., Department of Epidemiology and Biostatistics
- 48 Rambousková Jolana doc., MUDr., CSc., Department of Hygiene
- 47 Fontana Josef MUDr. Dept. of Biochemistry, Cell and Molecular Biology
- 45 Trnka Jan doc., MUDr., Ph, D., Dept. of Biochemistry, Cell and Molecular Biology

### **Conclusion:**

Mgr. Vácha: thanked all senators for their work and thanked the secretary of the AS of the 3rd Faculty of Medicine of Charles University. The Academic Senate worked in harmony, there were no personal problems, the Senate also worked in harmony with the faculty management. He called on the Senators to collect the Commemorative Letters from the Senate Secretary.

### **Miscellaneous**

**1) Sychra** introduced the idea of Senator Kantorová that the members of the Academic Senate of the 3rd Faculty of Medicine of Charles University should visit the theater performance School of Women on December 5, 2019 from 7 pm. Everyone will be able to sign up via e-mail.

**Mgr. Vácha** thanked to Sychra and Kantor – he sees it as a nice farewell to the team.

**2) Lauer** - invited the attendees to a meeting on the 30th anniversary of the Velvet Revolution on 15 November 2019 and to the St. Nicholas Party, which will be held on 10 December 2019. Furthermore, he thanked all the members of the Senate, for three years of work and cooperation with the Pedagogical Chamber, thanked the Presidency and also the Dean and the Dean's College. He also thanked the former Dean's College and the Senators who are no longer Senators but who worked in the Senate.

He appreciated the family atmosphere at the Faculty, the cooperation between teachers and students - the entire term of office of the Academic Senate was proof of that.

**Dean** - he thanked the resigning Senate for their work and for voting for him to the post of Dean, and wished everyone a lot of personal and professional success. The cooperation between the Dean and the Senate was very good.

He wished everyone a beautiful end of the calendar year.

Mgr. et Mgr. Marek Vácha Chairman of the AS of the 3rd Faculty of Medicine

Proofreading:

Mgr. Vácha, doc. MUDr. Votava, D. Lauer, prof. MUDr. Widimský,

prof.MUDr. Šlamberová, prof MUDr. Rychlík